



Sales Tax Exemption

Texas A&M University is exempt from state and municipal sales taxes under Chapter 20 Title 122A, revised Civil Statutes of Texas, for all purchases made for the exclusive use of Texas A&M.

The laws of the State of Texas shall govern this Purchase Order.

Purchase Order		
Purchase Order Date	PO/Reference No.	Revision No.
Jun 8, 2018	AB0370905	0
Contact instructions for questions regarding this Purchase Order: If Buyer Contact information is listed below, please contact the Buyer. If not, please contact the Customer.		
Buyer Contact:		
Buyer	Buyer Email	Buyer Phone Number
paw - Winkler, Patty	p-winkler@tamu.edu	979.845.4556
Customer Contact:		
Name:	Kevin Gustavus	
Email:	GUS@TAMU.EDU	
Phone:	+1 979-845-4964	

Order acceptance instructions:

Vendor guarantees that the products delivered or the services performed as a result of the Purchase Order will meet or exceed all specifications herein. Any exceptions to the pricing or the description contained herein must be approved by the Texas A&M's Department of Procurement Services prior to shipping.

Supplier Information		Delivery Information	
Supplier Name	VELOCITY OFFICE PRODUCTS	Delivery Address	
Address	335 PENNBRIGHT DR STE 104 HOUSTON, TX 77090 US	TAMUS Member:	02-Texas A&M University (02)
Phone	+1 888-867-4210	Attn	Kevin Gustavus
FOB / FREIGHT	Destination	College of Architecture	
Pre-Pay & Add	No	Langford Bldg A	
Payment Terms	0, Net 30	Room	A206
Contract Number - Header	<i>no value</i>	3137 TAMU	
Contract Number - Line	<i>no value</i>	College Station, TX 77843-3137	
Quote number		United States	
		Delivery Information	
		Required Delivery Date	
		Ship Via	Best Carrier-Best Way

Notes to Supplier

Shipping Instructions

Note to Supplier

Furnish and Install as per Choice Partners Contract #18/015KC-07, Velocity Office Products Quote #1-1196-01 and Installation Terms and Conditions

Attachments for supplier

Velocity - Semina...

Installation Term...

Choice Partners C...

Visual Compliance

PO Clauses

Header	001	No Collect Freight	Neither COD nor "Collect" freight or handling charges will be accepted.
		Charges Accepted	

Line No.	Product Description	Catalog No.		Quantity
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			Size / Packaging	Unit Price		Ext. Price
1 of 7	Chair - Dual Fabric Stool 4-leg	HFSS74LDF	EA	388.80 USD	6 EA	2,332.80 USD
2 of 7	Base - Preside Laminate Panel Base for 168" W Table Tops	HTLP168	EA	440.40 USD	2 EA	880.80 USD
3 of 7	Chair - Ignition 2 Task Mid-back, Ilira back	HIWMM	EA	275.04 USD	16 EA	4,400.64 USD
4 of 7	Chair - Dual Fabric Stool 4-leg	HFSS74LDF	EA	388.80 USD	6 EA	2,332.80 USD
5 of 7	Laminate Tp - Preside 168W x 48D Boat Shaped Laminate Top	HTLB48168	EA	724.21 USD	2 EA	1,448.42 USD
6 of 7	Chair - Ignition 2 Task Mid-back, Ilira back	HIWMM	EA	275.04 USD	16 EA	4,400.64 USD
7 of 7	Shipping	NA	EA	3,000.00 USD	1 EA	3,000.00 USD
Total					18,796.10 USD	

Billing Information	Billing Address
<p>To assure timely payment please e-mail invoices to the email provided in the bill to address. If the invoice is sent via email, please do not send a duplicate copy through the mail. Only if email is not an option then submit invoices to the billing address indicated in the "Billing Address" section. To inquire about electronic invoicing via cXML, CSV or PO flip through the supplier portal, e-mail abvendorhelp@tamu.edu.</p> <p>Invoice must include the PO/Reference number shown above.</p>	<p>Texas A&M University-Accounts Payable</p> <p>***Do Not Mail Invoices***</p> <p>Email invoices to invoices@tamu.edu</p> <p>750 Agronomy Road - Suite 3101</p> <p>6000 TAMU</p> <p>College Station, TX 77843-6000</p> <p>United States</p>