



**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.

| Purchase Order   |                       |                    |
|--|-----------------------|--------------------|
| Purchase Order Date  | PO/Reference No.      | Revision No.       |
| <b>Jun 29, 2018</b>  | <b>AB0375181</b>      | <b>0</b>           |
| <b>Contact instructions for questions regarding this Purchase Order:</b> |                       |                    |
| If Buyer Contact information is listed below, please contact the Buyer.  |                       |                    |
| If not, please contact the Customer.                                     |                       |                    |
| <b>Buyer Contact:</b>  |                       |                    |
| Buyer  | Buyer Email           | Buyer Phone Number |
| paw - Winkler, Patty   | p-winkler@tamu.edu    | 979.845.4556       |
| <b>Customer Contact:</b>   |                       |                    |
| Name:  | Amanda Dusek          |                    |
| Email:   | AMANDA.DUSEK@TAMU.EDU |                    |
| Phone:   | +1 979-845-8328       |                    |

**Order acceptance instructions:**

**Vendor guarantees that the products delivered or the services performed as a result of this Purchase Order will meet or exceed all specifications herein. Any exceptions to the pricing or the description contained herein must be approved by Texas A&M's Department of Procurement Services prior to shipping or performance. This Purchase Order is governed by the laws of the State of Texas and Texas A&M's Terms & Conditions which are available online: <http://purchasing.tamu.edu/suppliers/bids-catalogue-tc-form/>**

| Supplier Information     |                                       | Delivery Information           |                              |
|--------------------------|---------------------------------------|--------------------------------|------------------------------|
| Supplier Name            | WILTON'S OFFICEWORKS LTD              | <b>Delivery Address</b>        |                              |
| Address                  | PO BOX 5040<br>BRYAN, TX 778055040 US | TAMUS Member:                  | 02-Texas A&M University (02) |
| Phone                    | +1 979-268-0062                       | Attn:                          | Amanda Elsner                |
| FOB / FREIGHT            | Destination                           | GCHR                           |                              |
| Pre-Pay & Add            | No                                    | Glasscock Bldg                 |                              |
| Payment Terms            | 0, Net 30                             | Room                           | 305                          |
| Contract Number - Header | <i>no value</i>                       | 4214 TAMU                      |                              |
| Contract Number - Line   | <i>no value</i>                       | College Station, TX 77843-4214 |                              |
| Quote number             | 13196                                 | United States                  |                              |
|                          |                                       | <b>Delivery Information</b>    |                              |
|                          |                                       | Required Delivery Date         |                              |
|                          |                                       | Ship Via                       | Best Carrier-Best Way        |

**Notes to Supplier**

**Shipping Instructions**

Note to Supplier: Furnish and Install as per E&I Contract #CNR01323, National IPA Contract #142208, Wilton's Quote #13196 and Installation Terms and Conditions

Attachments for supplier

- Wilton's Quote #1...
- Installation Term...

**PO Clauses**

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

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TAMU Terms &  
Conditions

Terms & Conditions - Texas A&M University -This purchase order is issued on behalf of Texas A&M University and is governed by the Terms & Conditions found online: <http://purchasing.tamu.edu/suppliers/bids-catalogue-tc-form/> From this website please select "Texas A&M University" from the drop-down menu.

| Line No. | Product Description                             | Catalog No. | Size / Packaging | Unit Price    | Quantity | Ext. Price      |
|----------|---|-------------|------------------|---------------|----------|-----------------|
| 1 of 15  | 5 Shelf Bookcase, HON H105535.LNR1              | NA          | EA               | 357.28<br>USD | 1 EA     | 357.28<br>USD   |
| 2 of 15  | Mobile Pedestal, Box/Box/File, HON H105102.LNR1 | NA          | EA               | 373.56<br>USD | 1 EA     | 373.56<br>USD   |
| 3 of 15  | 30" Round Table Top, HON HBTTRND30.N.LNR1.LNR1  | NA          | EA               | 135.96<br>USD | 1 EA     | 135.96<br>USD   |
| 4 of 15  | Table Base, HON HBX30S.P6P                      | NA          | EA               | 124.52<br>USD | 1 EA     | 124.52<br>USD   |
| 5 of 15  | Guest Chair on Casters, HON HCG6.F.H.IM.NR96    | NA          | EA               | 248.16<br>USD | 3 EA     | 744.48<br>USD   |
| 6 of 15  | Coat Rack, SAFCO 4163BL                         | NA          | EA               | 56.00<br>USD  | 1 EA     | 56.00<br>USD    |
| 7 of 15  | Guest Chair on Casters, HON HCG6.F.H.IM.NR96    | NA          | EA               | 248.16<br>USD | 15 EA    | 3,722.40<br>USD |
| 8 of 15  | 24 x 60 Table Top, HON HMT2460G.N.N.N           | NA          | EA               | 158.40<br>USD | 5 EA     | 792.00<br>USD   |
| 9 of 15  | Flip Top Table Base, HON HMBFLIP24LC.S          | NA          | EA               | 255.64<br>USD | 5 EA     | 1,278.20<br>USD |
| 10 of 15 | Guest Chair on Casters, HON HCG6.F.H.IM.NR96    | NA          | EA               | 248.16<br>USD | 14 EA    | 3,474.24<br>USD |
| 11 of 15 | Guest Chair, HON HWGN1.F.OP83                   | NA          | EA               | 351.12<br>USD | 10 EA    | 3,511.20<br>USD |
| 12 of 15 | Bookcase, HON H105533.FF                        | NA          | EA               | 250.80<br>USD | 2 EA     | 501.60<br>USD   |
| 13 of 15 |   | NA          | EA               |               | 1 EA     |                 |

|          |  |    |    |                 |      |                      |
|----------|--|----|----|-----------------|------|----------------------|
|          | Bulletin Board Cabinet with 3 Hinged Glass Doors, Claridge C-3080D |    |    | 1,244.06<br>USD |      | 1,244.06<br>USD      |
| 14 of 15 | Freight  | NA | EA | 250.00<br>USD   | 1 EA | 250.00<br>USD        |
| 15 of 15 | Installation, as per attached terms and conditions                 | NA | LO | 2,395.98<br>USD | 1 LO | 2,395.98<br>USD      |
| Total    |  |    |    |                 |      | <b>18,961.48 USD</b> |

| 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 <a href="mailto:abvendorhelp@tam.u.edu">abvendorhelp@tam.u.edu</a>.</p> <p>Invoice must include the PO/Reference number shown above.</p> | <p>Texas A&amp;M University-Accounts Payable<br/>           ***Do Not Mail Invoices***<br/>           Email invoices to <a href="mailto:invoices@tam.u.edu">invoices@tam.u.edu</a><br/>           750 Agronomy Road - Suite 3101<br/>           6000 TAMU<br/>           College Station, TX 77843-6000<br/>           United States</p> |