



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.
Jun 29, 2018	AB0375343	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:	TAMU ORDERING DEPT 02-CVEN	
Email:	ceinvoices@tamu.edu	
Phone:	+1 979-862-6763	

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	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	Bob Appleton
FOB / FREIGHT	Destination	Civil Engineering Dept	
Pre-Pay & Add	No	Civil Lab Bldg	
Payment Terms	0, Net 30	Room	115F
Contract Number - Header	<i>no value</i>	3136 TAMU	
Contract Number - Line	<i>no value</i>	College Station, TX 77845-3136	
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 Quote #1-1208-03 and Installation Terms and Conditions

Attachments for supplier

TAMU CIVIL DLEB N...

Furnishings Appro...

Installation Term...

PO Clauses

Header	001	No Collect Freight Charges Accepted	Neither COD nor "Collect" freight or handling charges will be accepted.
	102	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 9	36" Round Top	n/a	EA	172.71 USD	3 EA	518.13 USD
2 of 9	Flock Rectangle Table Laminate	n/a	EA	254.74 USD	3 EA	764.22 USD
3 of 9	Huddle 30x60 Table Top w/Edgeband	n/a	EA	200.76 USD	4 EA	803.04 USD
4 of 9	Seated height X-base for support of 30 36" tops	n/a	EA	152.74 USD	3 EA	458.22 USD
5 of 9	Huddle Flip Top Base for 30x60 & 30x72 Tops	n/a	EA	324.37 USD	4 EA	1,297.48 USD
6 of 9	Ceres Guest/Multi purpose Four Leg Stacking	n/a	EA	311.29 USD	25 EA	7,782.25 USD
7 of 9	Grove Single Seat Lounge Dual Fabric	n/a	EA	1,067.82 USD	6 EA	6,406.92 USD
8 of 9	96" x 48" Glass Board	n/a	EA	639.99 USD	5 EA	3,199.95 USD
9 of 9	Installation	n/a	EA	4,600.00 USD	1 EA	4,600.00 USD
Total					25,830.21 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>