



## 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>Oct 16, 2018</b>                                                                                                                                                                         | <b>AB0401395</b>   | <b>0</b>                  |
| <b>Contact instructions for questions regarding this Purchase Order:</b><br>If Buyer Contact information is listed below, please contact the Buyer.<br>If not, please contact the Customer. |                    |                           |
| <b>Buyer Contact:</b>                                                                                                                                                                       |                    |                           |
| <b>Buyer</b>                                                                                                                                                                                | <b>Buyer Email</b> | <b>Buyer Phone Number</b> |
| paw - Winkler, Patty                                                                                                                                                                        | p-winkler@tamu.edu | 979.845.4556              |
| <b>Customer Contact:</b>                                                                                                                                                                    |                    |                           |
| Name:                                                                                                                                                                                       | Tonya Laird        |                           |
| Email:                                                                                                                                                                                      | T-LAIRD@TAMU.EDU   |                           |
| Phone:                                                                                                                                                                                      | +1 979-847-7334    |                           |

### 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            | TEJAS OFFICE PRODUCTS INC                      | <b>Delivery Address</b>        |                              |
| Address                  | 1225 W 20TH STREET<br>HOUSTON, TX 770083315 US | TAMUS Member:                  | 02-Texas A&M University (02) |
| Phone                    | +1 713-864-6004                                | Attn                           | Josh Kissee                  |
| FOB / FREIGHT            | Destination                                    | Information Technology         |                              |
| Pre-Pay & Add            | No                                             | Teague Bldg                    |                              |
| Payment Terms            | 1% 10, Net 30                                  | Room                           | CS12                         |
| Contract Number - Header | <i>no value</i>                                | 731 Lamar St                   |                              |
| Contract Number - Line   | <i>no value</i>                                | 3363 TAMU                      |                              |
| Quote number             |                                                | College Station, TX 77843-3363 |                              |
|                          |                                                | 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 #CNR01373, Revised Tejas Quote 0005674775 and Installation Terms and Conditions

Attachments for supplier

Revised Tejas Quo...

Installation Term...

#### PO Clauses

Header 001

Neither COD nor "Collect" freight or handling charges will be accepted.

No Collect Freight  
Charges 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 42  | Ignition Guest/Multi-Purpose Chair Four-Leg Stacking / .F Arm: Fixed / .S Soft / .U Back: Upholstered/ \$(1) Gr 1 UPH / .UR Contourett / 19 COLOR: Graphite / .T Frame: Black / Tag For: ROOM 101 | HIGS6       | EA               | 212.03<br>USD | 3 EA     | 636.09<br>USD   |
| 2 of 42  | Sweep Handle Kit Satin Nickel 2-Pack Tag For: ROOM 101; 101C                                                                                                                                      | HSWEEPC2    | EA               | 17.60<br>USD  | 2 EA     | 35.20<br>USD    |
| 3 of 42  | 107 Series 36W x 24D x 29 1/2H Storage Cabinet w/Doors / \$(L1STD) Grd L1 Standard Laminates / .NN Lam: Mahogany / Tag For: ROOM 101; 101C                                                        | H107290     | EA               | 417.12<br>USD | 2 EA     | 834.24<br>USD   |
| 4 of 42  | Articulating Arm w/Convertible Keyboard Platform / Tag For: ROOM 101B; 101C; 112A                                                                                                                 | H2107       | EA               | 194.22<br>USD | 3 EA     | 582.66<br>USD   |
| 5 of 42  | Tasklight 30W / Tag For: ROOM 102                                                                                                                                                                 | HH870930    | EA               | 84.63<br>USD  | 12 EA    | 1,015.56<br>USD |
| 6 of 42  | Abound Open Shelf 42" / \$(CORE) PAINT: Select Core Paint / .Q Paint: Light Gray / Tag For: ROOM 102                                                                                              | HRVSH42     | EA               | 104.13<br>USD | 6 EA     | 624.78<br>USD   |
| 7 of 42  | Abound Overhead-Metal Flipper Door 42" / \$(CORE) PAINT: Select Core Paint / .Q Paint: Light Gray / .L Lock: Lock / Tag For: ROOM 102                                                             | HRVOH42FM   | EA               | 226.59<br>USD | 6 EA     | 1,359.54<br>USD |
| 8 of 42  | Tasklight 42W / Tag For: ROOM 103                                                                                                                                                                 | HH870942    | EA               | 91.65<br>USD  | 8 EA     | 733.20<br>USD   |
| 9 of 42  | Abound Open Shelf 48" / \$(CORE) PAINT: Select Core Paint / .Q Paint: Light Gray / Tag For: ROOM 103                                                                                              | HRVSH48     | EA               | 108.81<br>USD | 4 EA     | 435.24<br>USD   |
| 10 of 42 | Flagship Bookcase 5-shelf 36"W x 18"D x 64-1/4"H / \$(CHOICE) PAINT: Select Choice Paint / .T1 PAINT: Platinum Metallic / Tag For: ROOM 103                                                       | HFSC183664W | EA               | 557.92<br>USD | 1 EA     | 557.92<br>USD   |
| 11 of 42 | Abound Overhead-Metal Flipper Door 48" / \$(CORE) PAINT: Select Core Paint / .Q Paint: Light Gray / .L Lock: Lock / Tag For: ROOM 103                                                             | HRVOH48FM   | EA               | 236.34<br>USD | 4 EA     | 945.36<br>USD   |

|          |                                                                                                                                                   |             |    |               |      |                 |
|----------|---------------------------------------------------------------------------------------------------------------------------------------------------|-------------|----|---------------|------|-----------------|
| 12 of 42 | Preside Flip Top Port-Ellora / Tag For: ROOM 106                                                                                                  | HTPWRGROM2  | EA | 236.60<br>USD | 3 EA | 709.80<br>USD   |
| 13 of 42 | Tasklight 30W / Tag For: ROOM 111                                                                                                                 | HH870930    | EA | 84.63<br>USD  | 4 EA | 338.52<br>USD   |
| 14 of 42 | Tasklight 42W / Tag For: ROOM 111                                                                                                                 | HH870942    | EA | 91.65<br>USD  | 2 EA | 183.30<br>USD   |
| 15 of 42 | Abound Open Shelf 48" / \$(CHOICE) PAINT: Select Choice Paint / .T1 PAINT: Platinum Metallic / Tag For: ROOM 111                                  | HRVSH48     | EA | 115.44<br>USD | 1 EA | 115.44<br>USD   |
| 16 of 42 | Abound Overhead-Metal Flipper Door 36" / \$(CHOICE) PAINT: Select Choice Paint / .T1 PAINT: Platinum Metallic / .L Lock: Lock / Tag For: ROOM 111 | HRVOH36FM   | EA | 235.17<br>USD | 3 EA | 705.51<br>USD   |
| 17 of 42 | Abound Overhead-Metal Flipper Door 48" / \$(CHOICE) PAINT: Select Choice Paint / .T1 PAINT: Platinum Metallic / .L Lock: Lock/ Tag For: ROOM 111  | HRVOH48FM   | EA | 255.45<br>USD | 1 EA | 255.45<br>USD   |
| 18 of 42 | Quartet, Glass Markerboard, 6' x 4', White, Each / Tag For: ROOM 116                                                                              | G7248W-A    | EA | 500.00<br>USD | 1 EA | 500.00<br>USD   |
| 19 of 42 | Quartet, Glass Markerboard, 8' x 4', White, Each / Tag For: ROOM 220                                                                              | G9648W-A    | EA | 600.00<br>USD | 2 EA | 1,200.00<br>USD |
| 20 of 42 | Preside Flip Top Port-Ellora / Tag For: ROOM 220A                                                                                                 | HTPWRGROM2  | EA | 236.60<br>USD | 2 EA | 473.20<br>USD   |
| 21 of 42 | Endorse Two-seat Lounge / .RL Leg: Round / \$(1) Gr 1 UPH / ~ Undecided FABRIC Option / .P6N Textured Satin Chrome / Tag For: ROOM 221M           | HL2SL       | EA | 962.32<br>USD | 1 EA | 962.32<br>USD   |
| 22 of 42 | Height Adjustable Base - electric 3 Stage, 2 Leg / .P8L Nickel / Tag For: TEAGUE 120E                                                             | HHAB3S2L    | EA | 445.90<br>USD | 1 EA | 445.90<br>USD   |
| 23 of 42 | 36x15x35-1/4 Bookcase Hutch frosted doors / \$(L1STD) Grd L1 Standard Laminates / .H LAM: Bourbon Cherry / Tag For: TEAGUE 120E                   | HNL3636BHFD | EA | 598.78<br>USD | 1 EA | 598.78<br>USD   |
| 24 of 42 | Preside Aluminum T leg for 72" Table Tops / \$(CHOICE) PAINT: Select Choice Paint / .T1 Color: Platinum / Tag For: TEAGUE 120E                    | HTTLEG72    | EA | 281.19<br>USD | 1 EA | 281.19<br>USD   |

|          |                                                                                                                                                                                     |              |    |            |      |            |
|----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|----|------------|------|------------|
| 25 of 42 | 60x24 Rectangle Worksurface / .G Square Edge / .X No Grommets / .H FINISH: Bourbon Cherry NC773 / Tag For: TEAGUE 120E                                                              | HVPMWR2460-W | EA | 318.04 USD | 1 EA | 318.04 USD |
| 26 of 42 | Preside 72W x 36D Rectangular Shaped Veneer Top / .G 2MM/Flat / .N No Grommets / .H VEN: Bourbon Cherry NC773 / Tag For: TEAGUE 120E                                                | HTVC3672     | EA | 845.39 USD | 1 EA | 845.39 USD |
| 27 of 42 | 36x24x29-1/2 Lateral File two drawer / LAM: Bourbon Cherry / Tag For: TEAGUE 120E                                                                                                   | HNL2436LD2   | EA | 503.68 USD | 1 EA | 503.68 USD |
| 28 of 42 | Sweep Handle Kit Satin Nickel 2-Pack / Tag For: TEAGUE 121B                                                                                                                         | HSWEEPC2     | EA | 17.60 USD  | 2 EA | 35.20 USD  |
| 29 of 42 | Sweep Handle Kit Satin Nickel 3-Pack / Tag For: TEAGUE 121B                                                                                                                         | HSWEEPC3     | EA | 23.32 USD  | 3 EA | 69.96 USD  |
| 30 of 42 | Black Removable Lock Core Kit / .X200E KEY NUMBER: 200E / Tag For: TEAGUE 121B                                                                                                      | HF23B        | EA | 13.20 USD  | 7 EA | 92.40 USD  |
| 31 of 42 | 10700 SeriesWardrobe/Strg Cab 18W X 24D X 66H RH / \$(L1STD) Grd L1 Standard Laminates / .NN Lam: Mahogany / Tag For: TEAGUE 121B                                                   | H107295R     | EA | 768.04 USD | 1 EA | 768.04 USD |
| 32 of 42 | 10700 Series72Wx24Dx29 1/2H Cred w/Lat File Lt Strg Cab Rt / \$(L1STD) Grd L1 Standard Laminates / .NN Lam: Mahogany / Tag For: TEAGUE 121B                                         | H107492      | EA | 841.29 USD | 1 EA | 841.29 USD |
| 33 of 42 | 10700 Series Dbl Pedestal 3/2 72W 36D / \$(L1STD) Grd L1 Standard Laminates / .NN Lam: Mahogany / Tag For: TEAGUE 121B                                                              | H10799       | EA | 869.05 USD | 1 EA | 869.05 USD |
| 34 of 42 | Preside Aluminum T leg for 72" Table Tops / \$(CHOICE) PAINT: Select Choice Paint / .T1 Color: Platinum / Tag For: TEAGUE 121B                                                      | HTTLEG72     | EA | 281.19 USD | 1 EA | 281.19 USD |
| 35 of 42 | 10700 SeriesWardrobe/Strg Cab 18W X 24D X 66H LH / \$(L1STD) Grd L1 Standard Laminates / .NN Lam: Mahogany / Tag For: TEAGUE 121B                                                   | H107296L     | EA | 768.04 USD | 1 EA | 768.04 USD |
| 36 of 42 | Preside 72W x 36D Rectangular Shaped Laminate Top / .G 2MM/Flat / N Edge: Mahogany / .N No Grommets / \$(L1STD) Grd L1 Standard Laminates / .N LAM: Mahogany / Tag For: TEAGUE 121B | HTLC3672     | EA | 269.81 USD | 1 EA | 269.81 USD |

|          |                                                                                                                                                                                                       |              |    |                      |      |                 |
|----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|----|----------------------|------|-----------------|
| 37 of 42 | Ignition Guest/Multi-Purpose Chair Four-Leg Stacking / .F Arm: Fixed / .H Hard / .U Back: Upholstered / \$(1) Gr 1 UPH / .UR Contourett / 19 COLOR: Graphite / .T Frame: Black / Tag For: TEAGUE 121B | HIGS6        | EA | 202.93<br>USD        | 6 EA | 1,217.58<br>USD |
| 38 of 42 | SERVICE / PICK UP HON CONFERENCE TABLE FROM CFS order HST-4670311 / Model # HTLC4296LCTP Preside 4                                                                                                    | CFSSERVICE   | EA | 0.00<br>USD          | 1 EA | 0.00<br>USD     |
| 39 of 42 | SERVICE / *TOUCH UP (MARKER & BUFFER) ON ROOM 101C / *INSPECT CONFERENCE TABLE ROOM 101B: -Table is wobbly / Tag For: ROOM 101C; 101B                                                                 | CFSSERVICE   | EA | 0.00<br>USD          | 1 EA | 0.00<br>USD     |
| 40 of 42 | SERVICE CONFERENCE TABLE FROM ROOM 220A: ADD 2 OUTLETS : 1 WITH 4 ELECTRICAL OUTLETS 1 WITH ELECTRICAL AND DATA PART # HTPWRGROM2 - QTY 2                                                             | CFSSERVICE   | EA | 0.00<br>USD          | 1 EA | 0.00<br>USD     |
| 41 of 42 | SERVICE CONFERENCE TABLE FROM ROOM 106 ADD 3 OUTLETS: 2 WITH ELECTRICAL OUTLETS 1 WITH ELECTRICAL DATA PART # HTPWRGROM2 / Tag For: ROOM 106                                                          | CFSSERVICE   | EA | 0.00<br>USD          | 1 EA | 0.00<br>USD     |
| 42 of 42 | ENHANCED FURNITURE SERVICES TO RECEIVE, INSPECT, DELIVER AND INSTALL UPON CUST REQUEST - M-F - 8-5                                                                                                    | CFSINSTALLIN | EA | 3,136.00<br>USD      | 1 EA | 3,136.00<br>USD |
| Total    |                                                                                                                                                                                                       |              |    | <b>24,544.87 USD</b> |      |                 |

**Billing Information**

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.

Invoice must include the PO/Reference number shown above.

**Billing Address**

Texas A&M University-Accounts Payable

\*\*\*Do Not Mail Invoices\*\*\*

Email invoices to invoices@tamu.edu

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