



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.
Nov 12, 2018	AB0408008	original
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:	Amy Lilley	
Email:	A-LILLEY@DSA.TAMU.EDU	
Phone:	+1 979-845-7694	

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	Stephen Senkel
FOB / FREIGHT	Destination	University Center & Special Events	
Pre-Pay & Add	Yes	Rudder Tower	
Payment Terms	0, Net 30	Room	MSC Loading Dock
Contract Number - Header	Choice Partners # 18/015KC-07	1232 TAMU	
Contract Number - Line	<i>no value</i>	College Station, TX 77843-1232	
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 Installation as per Choice Partners Contract #18/015KC-07, Velocity Quote #1-1447-02CP and Installation Terms and Conditions

Attachments for supplier

DOC_2018110915330...

Installation Term...

PO Clauses

Header 001

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

No Collect Freight Charges 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 3	Motivate high density stacker-uph seat set/4 - See quote for more details	HMS2	EA	528.50 USD	140 EA	73,990.00 USD
2 of 3	Motivate Cart for Stacking Chairs - see quote for more details	HMSCART	EA	249.60 USD	19 EA	4,742.40 USD
3 of 3	Installation	NA	EA	2,000.00 USD	1 EA	2,000.00 USD
Total						80,732.40 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>