



## 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.
<b>Jan 3, 2019</b>	<b>AB0417456</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>		
<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:	Shauna Ramos	
Email:	SHAUNARAMOS@TAMU.EDU	
Phone:	+1 979-845-0552	

### 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	<b>Delivery Address</b>	
Address	335 PENNBRIGHT DR STE 104 HOUSTON, TX 77090 US	TAMUS Member:	02-Texas A&M University (02)
Phone	+1 888-867-4210	Attn	Ricky Ferguson
FOB / FREIGHT	Destination	College of Architecture	
Pre-Pay & Add	No	Langford Bldg A	
Payment Terms	0, Net 30	Room	124B
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	
		<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 Choice Partners Contract #18/015KC-07, Velocity Quote #1-1372-05CP and Installation Terms and Conditions.

Attachments for supplier

TAMU Architecture...

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 37	10500 Series30"x18 1/2" Wall MountStorage 2-Dr Locking	H105380K	EA	386.40 USD	4 EA	1,545.60 USD
2 of 37	10500 SeriesMobile Full Ht Ped B/B/F 15-5/8W x 22-3/4D	H105102	EA	447.74 USD	2 EA	895.48 USD
3 of 37	Credenza Shell Full Mod Panel 96Wx24Dx29-1/2H	H105413	EA	519.57 USD	2 EA	1,039.14 USD
4 of 37	Height Adjustable Base - electric 3 Stage, 2 Leg	HHAB3S2L	EA	587.20 USD	2 EA	1,174.40 USD
5 of 37	10500 Series Lateral File Ped 36"W x 20"D x 28"H	H10503	EA	546.30 USD	2 EA	1,092.60 USD
6 of 37	1050 Series Bookcase Hutch 36"W x 37-1/8"H	H105292	EA	298.84 USD	1 EA	298.84 USD
7 of 37	60Wx30D Rectangle Worksurface	H105R3060	EA	182.97 USD	2 EA	365.94 USD
8 of 37	10500 Series36"x18 1/2" Wall MountStorage 2-Dr Locking	H105381K	EA	413.14 USD	2 EA	826.28 USD
9 of 37	10500 Series Lat File 2-Drawer 36W x20D x	H10563	EA	510.13 USD	1 EA	510.13 USD
10 of 37	Brigade 800 Series Lateral File 2 Drawer30W	H872	EA	387.50 USD	1 EA	387.50 USD
11 of 37	Tackable Panel w/o TC 65H x 24W	HETP6524FP	EA	143.79 USD	2 EA	287.58 USD
12 of 37	Panel Finished End Covers 42.5H	HEFEC42P	EA	20.43 USD	8 EA	163.44 USD
13 of 37	Brigade 800 Series Lateral File 2 Drawer36W	H882	EA		1 EA	

				433.00 USD		433.00 USD
14 of 37	Systems Rectangular WorksurfaceEdgeband 24D x 60W	HWR2460P	EA	187.40 USD	1 EA	187.40 USD
15 of 37	L Connector 65H	HEC65PL	EA	60.90 USD	4 EA	243.60 USD
16 of 37	Variable Height Connector Kit 22.5H	HECVH22P	EA	25.54 USD	6 EA	153.24 USD
17 of 37	Box/Box/File 28H x 22 7/8D x 15W	HVFB23R	EA	211.36 USD	4 EA	845.44 USD
18 of 37	Panel Top Cap 72"W	HETC72	EA	39.29 USD	1 EA	39.29 USD
19 of 37	Tackable Panel w/o TC 42.5H x 24W	HETP4224FP	EA	119.04 USD	7 EA	833.28 USD
20 of 37	Systems Rectangular WorksurfaceEdgeband 24D x 72W	HWR2472P	EA	207.83 USD	2 EA	415.66 USD
21 of 37	Panel Top Cap 60"W	HETC60	EA	31.83 USD	2 EA	63.66 USD
22 of 37	Worksurface Bracket Kit	HWSB2	EA	18.07 USD	8 EA	144.56 USD
23 of 37	Tackable Panel w/o TC 65H x 48W	HETP6548FP	EA	184.64 USD	2 EA	369.28 USD
24 of 37	15H x 13"D x 24W Flipper DoorOverhead	HEOHRTA1524FD	EA	167.36 USD	2 EA	334.72 USD
25 of 37	T Connector 65H	HEC65PT	EA	60.90 USD	2 EA	121.80 USD
26 of 37	Straight Connector Kit	HSCKTPS	EA	7.47 USD	2 EA	14.94 USD

27 of 37	15H x 13"D x 48W Flipper DoorOverhead	HEOHRTA1548FD	EA	194.86 USD	2 EA	389.72 USD
28 of 37	L Connector 42.5H	HEC42PL	EA	48.33 USD	2 EA	96.66 USD
29 of 37	Tackable Panel w/o TC 65H x 60W	HETP6560FP	EA	196.43 USD	2 EA	392.86 USD
30 of 37	15H x 13"D x 60W Flipper DoorOverhead	HEOHRTA1560FD	EA	257.33 USD	2 EA	514.66 USD
31 of 37	24D Cantilever One Pair	HCTL242	EA	33.01 USD	2 EA	66.02 USD
32 of 37	Tackable Panel w/o TC42.5H x 48W	HETP4248FP	EA	150.07 USD	1 EA	150.07 USD
33 of 37	Panel Top Cap 24"W	HETC24	EA	14.14 USD	9 EA	127.26 USD
34 of 37	Tackable Panel w/o TC 42.5H x 72W	HETP4272FP	EA	214.50 USD	1 EA	214.50 USD
35 of 37	Panel Top Cap 48"W	HETC48	EA	25.93 USD	3 EA	77.79 USD
36 of 37	Systems Rectangular WorksurfaceEdgeband 24D x 48W	HWR2448P	EA	158.71 USD	2 EA	317.42 USD
37 of 37	Installation	n/a	EA	2,200.00 USD	1 EA	2,200.00 USD
Total						<b>17,333.76 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](mailto: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](mailto:invoices@tamu.edu)  
750 Agronomy Road - Suite 3101  
6000 TAMU  
College Station, TX 77843-6000  
United States