



## 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>May 15, 2019</b>	<b>AB0450626</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>
cjt - Toler, Cherise	ctoler@tamu.edu	979.845.5887
<b>Customer Contact:</b>		
Name:	Veronica Griffin	
Email:	VGRIFFIN@MAYS.TAMU.EDU	
Phone:	+1 979-845-0162	

### 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	HBI OFFICE SOLUTIONS INC	<b>Delivery Address</b>	
Address	308 HWY 75 NORTH STE B HUNTSVILLE, TX 77320 US	TAMUS Member:	02-Texas A&M University (02)
Phone	+1 936-295-4592	Attn	
Fax	+1 936-295-5264	Business Admin-Dean	
FOB / FREIGHT	Destination	Wehner Bldg.	
Pre-Pay & Add	No	Room	440
Payment Terms	0, Net 30	4113 TAMU	
Contract Number - Header	E&I - CNR01146; CNR01416; CNR01146	College Station, TX 77843-4113	
Contract Number - Line	<i>no value</i>	United States	
Quote number	Q20956	<b>Delivery Information</b>	
		Required Delivery Date	
		Ship Via	Best Carrier-Best Way

### Notes to Supplier

#### Shipping Instructions

Note to Supplier

Per E&I Contracts CNR01146 and CNR01416

Quote# Q20956

Attachments for supplier

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: <a href="http://purchasing.tamu.edu/suppliers/bids-catalogue-tc-form/">http://purchasing.tamu.edu/suppliers/bids-catalogue-tc-form/</a> 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 4	1. MDTBT48168 - Bt Shape Table Top 48D 168L 2 pc; Medley Wood Finish: Natural FC Cherry; 512: Medium Red; Top Finish: Full Fill UV Top Finish> = 120; Medley Edge Detail: Softened Edge; Medley Tables Grommet: Single Flip Top Tech Lt&Rt GUNLOCKE.	00000	EA	4,137.52 USD	1 EA	4,137.52 USD
2 of 4	2 - ACFTS-S - Single Flip Top Pwr & Data Silver GUNLOCKE	00000	EA	604.54 USD	2 EA	1,209.08 USD
3 of 4	3 - 435A00 - Steelcase Series 1; Chair-Task; Back Finish: 3D Microknit 5T29 - GRAPHITE; Back Color Scheme: Non-contrasting Outer Back; Outer Back Finish: Plastic - PG1 6295 - NEAR BLACK; Seat Finish: Brisa BR09 - STERLING BLUE; Frame Finish: See attached	00000	EA	382.69 USD	16 EA	6,123.04 USD
4 of 4	4 - 385 - Thoughtful; chair lounge; UPHOLS: 5999 MISC FABRIC; see attached quote for further specifications.	00000	EA	1,666.19 USD	4 EA	6,664.76 USD
Total					<b>18,134.40 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 abvendorhelp@tamu.edu.</p> <p>Invoice must include the PO/Reference number shown above.</p>	<p>Texas A&amp;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>