



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.
Jul 1, 2019	AB0461579	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
cjt - Toler, Cherise	ctoler@tamu.edu	979.845.5887
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	Neil Peltier
FOB / FREIGHT	Destination	University Center & Special Events	
Pre-Pay & Add	Yes	Rudder Tower	
Payment Terms	0, Net 30	Room	103
Contract Number - Header	18/015KC-06	1232 TAMU	
Contract Number - Line	no value	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		Per Choice Partners Contract 18/015KC-06 and attached Installation Terms and Conditions	
		Quote# 1-1598-01CP	
Attachments for supplier			
TAMU DSA Multicut...			
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 15	Proform high back parallel stitching ratchet back, medium seat, swivel tilt control, polished aluminum c arms	172-25C-97A	EA	1,099.19 USD	16 EA	17,587.04 USD

2 of 15	proform high back parallel stitchingratchet back, medium seat, swivel tilt control, armless	172-25C-0A	EA	955.59 USD	4 EA	3,822.36 USD
3 of 15	Via Comet Soft Seating Motion LoungeChair, Swivel Only,Brisa Truffle, FIXED Seat Upholstered in Brisa Bark	925-FXD-69C-33PO L.G5	EA	1,281.18 USD	12 EA	15,374.16 USD
4 of 15	Via Chico Bench, 60" Flat BacklessBench, Polished LoopBese, Upholstered in Grade 5 Brisa Bark.	976.3POL.G5	EA	2,276.47 USD	1 EA	2,276.47 USD
5 of 15	Ceres Guest/Multi purpose Four LegStacking	HCG6	EA	386.47 USD	13 EA	5,024.11 USD
6 of 15	Ceres Guest Chair, 4 Leg, Dual Fabric	HCG6DF	EA	509.82 USD	21 EA	10,706.22 USD
7 of 15	Arrange Table 48" Round Top	HCTRND48	EA	260.13 USD	3 EA	780.39 USD
8 of 15	Arrnge Seated Hght X-base for 42-48"Srfc	HCT29LX	EA	305.47 USD	3 EA	916.41 USD
9 of 15	Preside 72W x 36D Racetrack ShapedLaminate Top	HTLA3672	EA	344.87 USD	1 EA	344.87 USD
10 of 15	84"Wx42"D Racetrack Shaped Lam Top	HTLA4284	EA	487.90 USD	1 EA	487.90 USD
11 of 15	Preside Aluminum T leg for 72" TableTops	HTTLEG72	EA	342.72 USD	1 EA	342.72 USD
12 of 15	Aluminum T leg for 84" Table Tops	HTTLEG84	EA	442.01 USD	1 EA	442.01 USD
13 of 15	30"D 4-Pack - 72"	HMP3072PK4	EA	2,951.40 USD	1 EA	2,951.40 USD
14 of 15	4-Circuit Power In-Feed 144" Sealtight	HMP144	EA	130.63 USD	1 EA	130.63 USD
15 of 15	Installation	NA	EA	4,150.00 USD	1 EA	4,150.00 USD
Total				65,336.69 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</p>	<p>Texas A&M University-Accounts Payable</p> <p>***Do Not Mail Invoices***</p>

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.

Email invoices to invoices@tamu.edu
750 Agronomy Road - Suite 3101
6000 TAMU
College Station, TX 77843-6000
United States