



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 15, 2019 | AB0464526 | 0 | | | | | | |
| 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: <table><tr><th>Buyer</th><th>Buyer Email</th><th>Buyer Phone Number</th></tr><tr><td>cjt - Toler, Cherise</td><td>ctoler@tamu.edu</td><td>979.845.5887</td></tr></table> Customer Contact: Name: Kimberly Heslip Email: KHESLIP@TAMU.EDU Phone: +1 979-845-5789 | | | Buyer | Buyer Email | Buyer Phone Number | cjt - Toler, Cherise | ctoler@tamu.edu | 979.845.5887 |
| Buyer | Buyer Email | Buyer Phone Number | | | | | | |
| cjt - Toler, Cherise | ctoler@tamu.edu | 979.845.5887 | | | | | | |

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 | Kimberly Heslip |
| FOB / FREIGHT | Destination | Multicultural Services Dept | |
| Pre-Pay & Add | No | MSC | |
| Payment Terms | 0, Net 30 | Room | 2200 |
| Contract Number - Header | 18/015KC-06 | 1121 TAMU | |
| Contract Number - Line | no value | College Station, TX 77843-1121 | |
| 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 install per Choice Partner's Contract # 18/015KC-06 Referencing quote # 1-1597-03CP and attached Installation terms and conditions | |
| 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: 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 8 | Ignition Exe HB Pneu Swivel Tilt Tilt ten back ht Adjustment. Fixed arm, caster: soft, back: upholstered, Grade: VIII Upholstery, Brisa. Color: Truffle, FRAME: black, Base: Standard Base | H1EHL | EA | 600.06 USD | 16 EA | 9,600.96 USD |
| 2 of 8 | Mid scale high back medium B seat-voss 2V25, full function synchro -29C, | 2V25-29C-51A | EA | 1,672.94 | 1 EA | 1,672.94 |

| | | | | | | |
|--------|---|-----------|----|----------------------|------|-----------------|
| | extra height adjust. arm, black -51Agrade 5 in stock textile, ultrafabrics brisa original polyurethane, 18" standard black base, standard black carpet casters, adjust. arm width | | | USD | | USD |
| 3 of 8 | 24" Dx28 Box/Box/File pedestal Support.Grđ L1 Standard LaminatesLAM: MochaGrđ L1 standard laminatesLAM: MochaClr: Platinum | HLSL2428B | EA | 433.93 USD | 5 EA | 2,169.65 USD |
| 4 of 8 | 24"Dx60" W Rectangle Worksurfacegrđ L1 Standard laminatesLAM: MochaEdge: MochaGrommetsClr: Platinum flat | HLSLR2460 | EA | 198.09 USD | 5 EA | 990.45 USD |
| 5 of 8 | 24"D x 28" H O-Leg Support for Wksf (single leg)PAINT: Select Choice PaintPAINT: Silver | HLSL2428O | EA | 181.24 USD | 5 EA | 906.20 USD |
| 6 of 8 | 65" High O-leg SOS Support (2 pack)Paint: Select Choice PaintPaint: Platinum Metallic | HLSL65OS | EA | 267.21 USD | 5 EA | 1,336.05 USD |
| 7 of 8 | 14.25"D x 60"W x14" H Overhead Cab - 4 DoorsGrđ L1 Standard LaminatesLAM: MochaGrade-1 LaminateLAM: MochaBracket: No Brackets | HLSL1460D | EA | 656.40 USD | 5 EA | 3,282.00 USD |
| 8 of 8 | Installation | na | LO | 3,450.00 USD | 1 LO | 3,450.00 USD |
| Total | | | | 23,408.25 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. 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> |