

Revised Purchase Order



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.

Member of the Texas A&M University System.

Purchase Order			
Purchase Order Date	PO/Reference No.	Revision No.	Revision Date
Mar 26, 2020	AB0530013	1	Mar 27, 2020
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:		Susan Mitchell	
Email:		SMITCHELL25@TAMU.EDU	
Phone:		+1 979-862-3696	

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	PARADIGM INC FRAMING CONCEPTS INC DBA	Delivery Address	
Address	2600 Performance Court Virginia Beach, VA 23453 US	TAMUS Member:	02-Texas A&M University (02)
Phone	+1 804-497-0378	Attn	Laura Zeig
Fax	+1 804-554-0368	Admissions & Records- Registrar's Office	
FOB / FREIGHT	Destination	GSC	
Pre-Pay & Add	No	Ste	1501
Payment Terms	0, Net 30	750 Agronomy Rd.	
Contract Number - Header	<i>no value</i>	0100 TAMU	
Contract Number - Line	<i>no value</i>	College Station, TX 77843-0100	
Quote number		United States	
		Delivery Information	
		Required Delivery Date	
		Ship Via	Best Carrier-Best Way
Notes to Supplier			
Shipping Instructions			
Note to Supplier		Mailing Preparation Fees & Postage for Diplomas for May 2020 Graduation due to COVID-19	
Attachments for supplier			

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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 2	Mailing preparation fees for Diplomas to be ordered for May 2020 Graduation due to COVID-19.	N/A	EA	2.25 USD	11,000 EA	24,750.00 USD
2 of 2	Postage fees for diplomas for May 2020 Graduation due to COVID-19.	N/A	EA	5.00 USD	11,000 EA	55,000.00 USD
Total						79,750.00 USD

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.

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
 750 Agronomy Road - Suite 3101
 6000 TAMU
 College Station, TX 77843-6000
 United States