



### 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.
Oct 16, 2019	AB0490529	0
<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>
cco - Oberg, Clyde	co@tamu.edu	979.845.1042
<b>Customer Contact:</b>		
Name:	Teresa Roberts	
Email:	TROBERTS@TAMU.EDU	
Phone:	+1 979-845-9270	

### 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	BVCAA INC	<b>Delivery Address</b>	
Address	1500 UNIVERSITY DR E STE 100 COLLEGE STATION, TX 778402600 US	TAMUS Member:	02-Texas A&M University (02)
FOB / FREIGHT	Destination	Attn	Teresa Roberts
Pre-Pay & Add	No	Educational Psychology	
Payment Terms	0, Net 30	Harrington Tower	
Contract Number - Header	no value	Room	704
Contract Number - Line	no value	4225 TAMU	
Quote number		College Station, TX 77843-4225	
		United States	
		<b>Delivery Information</b>	
		Required Delivery Date	
		Ship Via	Best Carrier-Best Way

Notes to Supplier			
<b>Shipping Instructions</b>			
Note to Supplier		TAMU POINT OF CONTACT: TERESA ROBERTS - 979.845.9270	
Attachments for supplier			
fully executed co...			
<b>PO Clauses</b>			
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 2	Rent for Lease of Office Space – Shared Facility Agreement for the BRAZOS VALLEY COMMUNITY ACTION AGENCY INC. at 3370 South Texas Ave, Bryan, TX 77802. Shared space used by TAMU COUNSELING CLINIC for the term September 1, 2019-August 31, 2020	5860	EA	2,167.50 USD	12 EA	26,010.00 USD
2 of 2	Annual Use fee	5860	EA	1.00 USD	1 EA	1.00 USD
Total						26,011.00 USD

Billing Information	Billing Address
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 <a href="mailto:avendordhelp@tamu.edu">avendordhelp@tamu.edu</a> . Invoice must include the PO/Reference number shown above.	Texas A&M University-Accounts Payable ***Do Not Mail Invoices*** Email invoices to <a href="mailto:invoices@tamu.edu">invoices@tamu.edu</a> 750 Agronomy Road - Suite 3101 6000 TAMU College Station, TX 77843-6000 United States