



Purchase Order		
Purchase Order Date	PO/Reference No.	Revision No.
<b>Apr 25, 2022</b>	<b>AB0708402</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>
paw - Winkler, Patty	p-winkler@tamu.edu	979.845.4556
<b>Customer Contact:</b>		
Name:	Jennifer Boyle	
Email:	JENBOYLE@TAMU.EDU	
Phone:	+1 979-845-1133	

## 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.

## Order acceptance instructions:

**For Order Acceptance Instructions applicable to this PO, see the "Notes to Supplier" section below.**

Supplier Information		Delivery Information	
Supplier Name	VELOCITY BUSINESS PROD VELOCITY OFC PRODUCTS DBA	<b>Delivery Address</b>	
Address	335 PENNBRIGHT DR STE 104 HOUSTON, Texas 77090 United States	TAMUS Member:	02-Texas A&M University (02)
Phone	+1 888-867-4210	Attn	Jennifer Boyle
FOB / FREIGHT	Destination	Student Activities	
Pre-Pay & Add	No	John J Koldus Bldg	
Payment Terms	0, Net 30	Room	125
Contract Number - Header	<i>no value</i>	1236 TAMU	
Contract Number - Line	<i>no value</i>	College Station, TX 77843-1236	
Quote number	VBP2702	United States	
		<b>Delivery Information</b>	
		Required Delivery Date	
		Ship Via	Best Carrier-Best Way

## Notes to Supplier

### Shipping Instructions

Note to Supplier

Furnish and Installation as per Choice Partners Contract #18/015KC-06, attached Velocity Business Products Quote and Installation Terms and Conditions

Attachments for supplier

VBP2702 TAMU Divi...

Installation Term...

### PO Clauses

Header	001	No Collect Freight Charges Accepted	Neither COD nor "Collect" freight or handling charges will be accepted.
	100	Order Acceptance Instructions - TAMU	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 in writing 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 (the version that is effective as of the Purchase Order Date or the Revision Date specified above, whichever is later), which are incorporated into and made a material part of any Purchase Order issued by Texas A&M.
	102	Terms & Conditions - TAMU	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:

Line No.	Product Description	Catalog No.	Size / Packaging	Unit Price	Quantity	Ext. Price
1 of 23	WW3672DLFLM1MNMH7PLG11MBLKRXXXSTDMHSTD461 - WAVEWORKS, 36D X 72W, DESK, LEFT PED, FULL PED, BBF, HPL/METAL (155)	none	EA	1,245.38 USD	1 EA	1,245.38 USD
2 of 23	WW2448RREFLM2ENMH7PLG11MBCKRSXXXSTDMHSTD461 - WAVEWORKS, 24D X 48W, RETURN, RIGHT, FULL PED, FILE/FILE, HPL/METAL (155)	none	EA	758.78 USD	1 EA	758.78 USD
3 of 23	WW2466VBWHR2M7PLKRSSTD461 - WAVEWORKS, 24W X 66H, STORAGE BOOKCASE/WARDROBE, ROGHT, FF, METAL (155)	none	EA	1,398.44 USD	1 EA	1,398.44 USD
4 of 23	WW2472CSHFLMMNMHG11MBLXXXSTDMHSTD461 - WAVEWORKS, 24D X 72W, CREDENZA SHELL, HPL/METAL (155B)	none	EA	871.94 USD	1 EA	871.94 USD
5 of 23	WW2448RREFLM2ENMH7PLG11MBCKRSXXXSTDMHSTD461 - WAVEWORKS, 24D X 48W, RETURN, RIGHT, FULL PED, FILE/FILE, HPL/METAL (155B)	none	EA	758.78 USD	1 EA	758.78 USD
6 of 23	WW3672DUFLMNMNMHG11MBLXXSTDMHSTD461 - WAVEWORKS, 36D X 72W, DESK,U-SHAPE, NO SUPPORT, W/MOD, HPL/METAL (155B)	none	EA	957.12 USD	1 EA	957.12 USD
7 of 23	WW1836WSSDLNMNMHXXXSTDMH - WAVEWORKS, 18D X 36W, SURFACE, RECTANGULAR, HPL (155B)	none	EA	173.91 USD	1 EA	173.91 USD
8 of 23	WW3638BCOLMH - WAVEWORKS, 36W X 38H, BOOKCASE, OPEN, SET ON, LAMINATE (155B)	none	EA	405.00 USD	1 EA	405.00 USD
9 of 23	WW2472CSHFLMMNMHG11MBCXXXSTDMHSTD461 - WAVEWORKS, 24D X 72W, CREDENZA SHELL, HPL/METAL (155C)	none	EA	851.10 USD	1 EA	851.10 USD
10 of 23	WW2448BEFLMFMNMHG11MBCXXXSTDMHSTD461 - WAVEWORKS, 24D X 48W, BRIDGE, HPL/METAL (155C)	none	EA	506.25 USD	1 EA	506.25 USD
11 of 23	WW3672DLFLM1MNMH7PLG11MBRKRXXXSTDMHSTD461 - WAVEWORKS, 36D X 72W, DESK, LEFT PED, FULL PED, BBF, HPL/METAL (155C)	none	EA	1,245.38 USD	1 EA	1,245.38 USD
12 of 23	WW2472CSHFLMMNMHG11MBCXXXSTDMHSTD461 - WAVEWORKS, 24D X 72W, CREDENZA SHELL, HPL/METAL (162)	none	EA	851.10 USD	1 EA	851.10 USD
13 of 23	WW2448BEFLMFMNMHG11MBCXXXSTDMHSTD461 - WAVEWORKS,	none	EA	506.25	1 EA	506.25

				USD		USD
	24D X 48W, BRIDGE, HPL/METAL (162)					
14 of 23	WW3672DUFLMNMNHG11MBRXXSTDMHSTD461 - WAVEWORKS, 36D X 72W, DESK, U-SHAPE, NO SUPPORT, W/MOD, HPL/METAL (162)	none	EA	957.12 USD	1 EA	957.12 USD
15 of 23	WW2336LFM2M7PLKRSSTD461 - WAVEWORKS, 23D X 36W, LATERAL FILE, UNDERSURFACE, 2 DRAWER, METAL (162)	none	EA	655.75 USD	1 EA	655.75 USD
16 of 23	WW2436WSSDLMNMHXXXSTDMH - WAVEWORKS, 24D X 36W, SURFACE, RECTANGULAR, HPL (162)	none	EA	187.62 USD	1 EA	187.62 USD
17 of 23	WW2472CSHFLMNMNHG11MBLRXXSTDMHSTD461 - WAVEWORKS, 24D X 72W, CREDENZA SHELL, HPL/METAL (166)	none	EA	871.94 USD	1 EA	871.94 USD
18 of 23	WW1830PUBBFLM7PLKRSSTD461 - WAVEWORKS, 18D X 30W, PEDESTAL, UNDERSURF, MULTIFILE, LEFT, METAL (166)	none	EA	914.82 USD	1 EA	914.82 USD
19 of 23	WW2442BEFLMFMNHG11MBCXXSTDMHSTD461 - WAVEWORKS, 24D X 42W, BRIDGE, HPL/METAL (166)	none	EA	474.09 USD	1 EA	474.09 USD
20 of 23	WW3672DLFLM1MNMH7PLG11MBRKRSXXSTDMHSTD461 - WAVEWORKS, 36D X 72W, DESK, LEFT PED, FULL PED, BBF, HPL/METAL (166)	none	EA	1,245.38 USD	1 EA	1,245.38 USD
21 of 23	WW2466VHHL2M7PLKRSSTD461 - WAVEWORKS, 24W X 66H, STORAGE WARDROBE, LEFT, FF, METAL (166)	none	EA	1,257.29 USD	1 EA	1,257.29 USD
22 of 23	FUEL SURCHARGE	none	EA	540.10 USD	1 EA	540.10 USD
23 of 23	DELIVERY & INSTALLATION (RT)	none	EA	1,763.35 USD	1 EA	1,763.35 USD
				Total		<b>19,396.89 USD</b>

**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 vendorhelp@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 [tamu.invoices@edmgroupp.com](mailto:tamu.invoices@edmgroupp.com)  
750 Agronomy Rd Suite 3101  
6000 TAMU  
College Station, TX 77843-6000  
United States