



Procurement and Contracts  
 Business Unit # 320AD  
 Purchase Order # 23-0000087

Payment Terms: N/A    Freight Terms: N/A    Ship Via: N/A    PCC: E    Date: 09/01/22    PO Method: DG    Dispatch: Dispatch Via Print    Rev Dt:

PLEASE NOTE: ADDITIONAL TERMS AND CONDITIONS MAY BE LISTED AT THE END OF THE PURCHASE ORDER.

Vendor: GREENWICH INC  
 PO BOX 831128  
 SAN ANTONIO TX 78283-1128  
 United States

Ship To: Texas Workforce Commission  
 4801 NW LOOP 410  
 STE 725  
 SAN ANTONIO TX 78229-5308  
 United States

Bill To: APPO@twc.texas.gov or  
 Texas Workforce Commission  
 101 E 15TH ST  
 RM 470  
 AUSTIN TX 78778-0001  
 United States

Vendor ID: 1741973399

Purchaser: Anna James  
 Phone:  
 Fax:  
 Email: anna.james@twc.texas.gov

TWC Prefers Electronic Submission

**PO Information:**

Delegated Purchase \$10000 or Less

BY23 Renew Semi-annual preventative maintenance including cleaning coils and internal parts and sanitizing ice machine and verification that all listed equipment is functioning properly 9/1/2022-8/31/2023. Semi-annual: \$669.38 service agreement plus up to \$400 for 2 filters plus \$20 for odds/ends \* 2. No vendor increase.

Central Texas Tele-Center-San Antonio 9/1/2022 - 8/31/2023.

PLEASE CALL OR EMAIL ATTENTION PERSON BELOW WHEN DELIVERY WILL BE MADE. PROVIDED TRACKING NUMBER WHEN POSSIBLE.

Contact:  
 Graciela Castillo  
 210-258-6695  
 graciela.castillo@twc.texas.gov

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	FY 2023 SA Ice Machine PM	936/67	1.0000	LOT	\$2,178.76000	\$2,178.76	09/01/2022

Schedule Total

ReqID:  
0000037710

Item Total for Line # 1

Total PO Amount

All Shipments, Shipping papers, invoices and correspondence must be identified with our Purchase Order Number. Over shipments will not be accepted unless authorized by Purchaser prior to Shipment.

Authorized Signature

*Sonya Bebley, CTCD, CTCM*

Sonya Bebley, CTCD, CTCM

07/14/2022



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**IMPORTANT CONDITIONS OF ORDER**

This will be your authority to deliver, in accordance with instructions above and the terms of any existing contract agreement, accepted informal bid or quotation, the articles or services listed below. Containers, invoices and correspondence relative to this order must bear the purchase order number. Unless otherwise stipulated, freight charges are included in the unit price. If we previously agreed to pay transportation charges, shipments are to be made prepaid FOB destination and charges added to the invoice.

- \* PAYMENT cannot be made until ALL items on this order are received, inspected and accepted unless we previously agreed to a partial payment.
- \* ALL Invoices MUST match this PO by Line Number, Description, Quantity, Amount and include Delivery Date for Prompt Payment.
- \* Purchase subject to TWC Terms and Conditions (Attachment I).

The State of Texas is exempt from all Federal Excise Taxes.  
Tax Exempt ID -742764775.

STATE and CITY SALES TAX EXEMPTION CERTIFICATE: The undersigned claims an exemption from taxes under Texas Tax Code, Section 151.309(4), for purchase of tangible personal property described on this numbered order, purchased from contractor and/or shipper listed above, as this property is being secured for the exclusive use of the State of Texas.

**Authorized Signature**

*Sonya Bebley, CTCD, CTCM*

Sonya Bebley, CTCD, CTCM

**07/14/2022**