



Procurement and Contracts
 Business Unit # 320AD
 Purchase Order # 23-0004579

Payment Terms: N/A **Freight Terms:** N/A **Ship Via:** N/A **PCC:** E **PO Date:** 07/11/2023 **PO End Date:** **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: ODP BUSINESS SOLUTIONS LLC
 PO BOX 660113
 DALLAS TX 75266-0113
 United States

Ship To: Texas Workforce Commission
 3311 RICHMOND AVE STE 175
 HOUSTON TX 77098
 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: 1862161688 001

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

TWC Prefers Electronic Submission

PO Information:

Catalog Purchase subject to TWC Terms and Conditions

Inside Delivery Only: 9:00 am to 4:00 pm: contact Silvia Martinez 281-627-5495

Contact
 Silvia Martinez
 281-627-5495
 silvia.martinez@twc.texas.gov

Ship to Comments:

Inside Delivery Only: 9:00 am to 4:00 pm.

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Inside Delivery Only: 9:00 am to 4:00 pm.
 Contact: Silvia Martinez
 281-627-5495

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Poster Frame: Width (Inch) 18: Height (Inch) 24 Color Black		050/60	3.0000	EA	\$17.99000	\$53.97	07/17/2023
							Schedule Total	<input type="text" value="\$53.97"/>
					ReqID:			
					0000043183			
7424268							Item Total for Line # 1	<input type="text" value="\$53.97"/>

Authorized Signature

Sonya Babley, CTCD, CTCM

Sonya Babley, CTCD, CTCM

07/11/2023



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Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
2-1	BIC BU3 Grip RT Ball Pens Medium P0int 1.00 MM Clear Barrel Black Inc, Pack		620/79	10.0000	EA	\$7.99000	\$79.90	07/17/2023
							Schedule Total	<input type="text" value="\$79.90"/>
					ReqID:			
					0000043183			
2028745							Item Total for Line # 2	<input type="text" value="\$79.90"/>
3-1	BIC BU3 Grip RT Ball Pens, Medium Point, 1.0 mm Clear Barrel Blue Ink Pack		620/79	10.0000	EA	\$7.99000	\$79.90	07/17/2023
							Schedule Total	<input type="text" value="\$79.90"/>
					ReqID:			
					0000043183			
255876							Item Total for Line # 3	<input type="text" value="\$79.90"/>
4-1	Post-it® Notes, 4 in x 6 in, Beachside Cafe, Lined, Pack of 5 Pads #530238		615/62	20.0000	EA	\$12.99000	\$259.80	07/17/2023
							Schedule Total	<input type="text" value="\$259.80"/>
					ReqID:			
					0000043183			
530238							Item Total for Line # 4	<input type="text" value="\$259.80"/>
5-1	Post-it® Super Sticky Notes, 5" x 8", Playful Primaries Collection, Lined, Pack Of 4 Pads #584337		615/62	20.0000	EA	\$12.99000	\$259.80	07/17/2023
							Schedule Total	<input type="text" value="\$259.80"/>
					ReqID:			
					0000043183			
584337							Item Total for Line # 5	<input type="text" value="\$259.80"/>

Authorized Signature

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Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
6-1	Range Kleen SS1B 1 Step Folding Black Step Stool - 1 Step - 300 lb Load Capacity - Black #965444		420/93	2.0000	EA	\$19.99000	\$39.98	07/17/2023
							Schedule Total	<input type="text" value="\$39.98"/>
					ReqID:			
					0000043183			
965444							Item Total for Line # 6	<input type="text" value="\$39.98"/>
Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
7-1	Logitech Wireless Mouse		204/68	6.0000	EA	\$19.99000	\$119.94	07/17/2023
							Schedule Total	<input type="text" value="\$119.94"/>
					ReqID:			
					0000043183			
282127							Item Total for Line # 7	<input type="text" value="\$119.94"/>
							Total PO Amount	<input type="text" value="\$893.29"/>

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.

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 Babley, CTCD, CTCM
 Sonya Babley, CTCD, CTCM
 07/11/2023