



# Purchase Order

## PO No. 24080128

Order Date: 2/13/2024

Internal Tracking No.: PO 24-0002505 / PR 46021

**Contractor Info**

WorkQuest, Inc.  
17419760511  
1011 East 53 1/2 Street  
Austin, TX 78751

(512) 451-8145

**Bill To**

101 EAST 15TH ST., RM 446  
Accts Payable: APPO@twc.state.tx.us  
AUSTIN TX 78778

**Ship To**

Texas Workforce Commission  
Attn: David Alvarez  
+1 (512) 372-6148  
4405 SPRINGDALE RD  
RM 112T  
Austin TX 78723

**NOTE TO CONTRACTOR:****Disclaimer**

The State of Texas is exempt from all Federal Excise Taxes except as noted in each contract.

**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 in 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, or a Texas County, City, Special District, or Other Political Subdivision.

*Bobby Pounds*

**Texas Comptroller of Public Accounts – Statewide Procurement Division**

Agency	Purchaser	Email	Phone
Texas Workforce Commission - 320	Rubyna Ochoa	rubyna.ochoa@twc.texas.gov	(737) 295-0317

Line #	NIGP Code	Commodity Code/ Supplier Part #	Item	QTY	UOM	Unit Price	Extended Price
1	62080	62080230105	<b>Pen, Gel Ink, 0.7Mm, Retractable, Rubber Grip, Zebra Sarasa, 4 Pens/ Pack, Plus Freight Order Less Than \$25</b> Attribute 1: Black-62080230105 Contract: 620-S1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 2/27/2024	7	PACK	6.08	\$42.56
2	62080	62080230105	<b>Pen, Gel Ink, 0.7Mm, Retractable, Rubber Grip, Zebra Sarasa, 4 Pens/ Pack, Plus Freight Order Less Than \$25</b> Attribute 1: Red-62080230303 Contract: 620-S1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 2/27/2024	4	PACK	6.08	\$24.32



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3	61562	61562384315	<b>Self Stick Note Pad, 3" X 5", Yellow, 100 Sheets/Pad, 12 Pads/Pkg, Plus Freight Order Less Than \$25</b> Contract: 615-S1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 2/27/2024	12	PKG	16.17	\$194.04
4	62060	62060182003	<b>Lead Refill, 0.7mm. 12 Leads/Tube, 12 Tubes/Box, Plus Freight Order Less Than \$25</b> Contract: 620-S1 Contract Type: Term Delivery ARO (days): 30 Delivery Date: 3/14/2024	4	BOX	11.11	\$44.44

**Total \$305.36**