



Procurement and Contracts  
Business Unit # 320AD  
Purchase Order # 24-0002903

**Payment Terms:** N/A    **Freight Terms:** N/A    **Ship Via:** N/A    **PCC:** E    **PO Date:** 03/14/2024    **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:** PERRY OFFICE PRODUCTS INC  
P O BOX 1200  
TEMPLE TX 76503  
**United States**

**Ship To:** Texas Workforce Commission  
2810 E MLK JR BLVD  
AUSTIN TX 78702-1544  
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:** 1742262229 000

**Purchaser:** Michael Kagan  
**Phone:** (737) 400-5664  
**Fax:**  
**Email:** michael.kagan@twc.texas.gov

**TWC Prefers Electronic Submission**

**PO Information:**

34 TEX. ADMIN. CODE § 20.82(b)(1); Competitive bidding is not required for purchases of \$10,000 or less.

Perry Office Products Quote # dated 3/15/24

By acceptance of this purchase order, Vendor agrees that only TWC Standard Terms Conditions Revised 10/25/2023 (ATTACHMENT I) apply to this order.

TWC Contact Name: Timothy Weinrick  
E-mail: timothy.weinrick@twc.texas.gov

Vendor Contact  
Name: Michelle Sandoval  
Tel: 254.778.4755  
E-mail: michelles@perryop.com  
VIN: 1742262229

Submit invoices via email to APPO@TWC.texas.gov. PDF or Word Documents are only accepted. All Invoices must include reference to TWC Internal PO.

Change orders will be allowed only if unforeseen conditions arise such as, but not limited to, increasing or decreasing quantities or if the department needs dictate changes. All changes must be in the scope of original work. No verbal change orders will be permitted. All change orders must be in writing with a Purchase Order Change Notice (POCN) issued by Purchasing HUB Services.

**Ship to Comments:**

Tim Weinrick  
512-936-4092

**Authorized Signature**

*Sonya Babley, CTCD, CTCM*

Sonya Babley, CTCD, CTCM

**03/15/2024**



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Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:	
1-1	Wall-Mount Mailbox with One Flag Kit and Three Sets of 0-9 Mailbox Number Stickers, Galvanized Steel Rust-Proof Metal Post Box, Mailboxes for Outside, 15.2"x10.4"x5.2" Black	13802	450/57	1.0000	EA	\$56.99000	\$56.99	03/14/2024	
							<b>Schedule Total</b>	<input type="text" value="\$56.99"/>	
					<b>ReqID:</b>				
					0000046398				
LAND-VOI Wall-Mount Mailbox with One Flag Kit and Three Sets of 0-9 Mailbox Number Stickers, Galvanized Steel Rust-Proof Metal Post Box, Mailboxes for Outside, 15.2"x10.4"x5.2" Black									
							<b>Item Total for Line # 1</b>	<input type="text" value="\$56.99"/>	
2-1	Furniture Sliders - 8 pcs-9 1/2 Beige Furniture Sliders for Carpet, Furniture Pads Hardwoods Floors, Heavy Duty Furniture Movers Sliders	13802	450/36	4.0000	EA	\$28.99000	\$115.96	03/14/2024	
							<b>Schedule Total</b>	<input type="text" value="\$115.96"/>	
					<b>ReqID:</b>				
					0000046398				
Furniture Sliders - 8 pcs-9 1/2 Beige Furniture Sliders for Carpet, Furniture Pads Hardwoods Floors, Heavy Duty Furniture Movers Sliders, Reusable Furniture Moving Pads, Floor Protectors for Carpet									
							<b>Item Total for Line # 2</b>	<input type="text" value="\$115.96"/>	
3-1	Poly Strapping Tensioner & Cutter Manual Banding Tools Windlass for 1/2" -3/4" Width Polyester Polyproplyn Strap	13802	320/56	1.0000	EA	\$37.99000	\$37.99	03/14/2024	
							<b>Schedule Total</b>	<input type="text" value="\$37.99"/>	
					<b>ReqID:</b>				
					0000046398				
Poly Strapping Tensioner Cutter Manual Strapping Tools for 1/2"-3/4" Wide Polyester Polyproplyn Strap-Red									
							<b>Item Total for Line # 3</b>	<input type="text" value="\$37.99"/>	

Authorized Signature

*Sonya Babley, CTCD, CTCM*

Sonya Babley, CTCD, CTCM

03/15/2024



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Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
4-1	Packaging Strapping Open Serrated Seals for 1/2" Strap Width Polyester (PET) Strapping, Banding Strapping Clips Plastic Poly Strapping Metal Buckle(Pack of 500)	13802	320/56	1.0000	PAK	\$77.99000	\$77.99	03/14/2024
							<b>Schedule Total</b>	<input type="text" value="\$77.99"/>
							<b>ReqID:</b>	
							0000046398	
NVOYAJUAN Packaging Strapping Open Serrated Seals for 1/2" Strap Width Polyester (PET) Strapping, Banding Strapping Clips Plastic Poly Strapping Metal Buckle (Pack of 500)								
							<b>Item Total for Line # 4</b>	<input type="text" value="\$77.99"/>

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
5-1	Radians LCD100 Lens Cleaning Towelettes 100 Towelettes in a box, Multi One Size	13802	615/24	10.0000	BOX	\$13.99900	\$139.99	03/14/2024
							<b>Schedule Total</b>	<input type="text" value="\$139.99"/>
							<b>ReqID:</b>	
							0000046398	
Radians LCD100 Lens Cleaning Towelettes 100 Towelettes in a box, Multi One Size								
							<b>Item Total for Line # 5</b>	<input type="text" value="\$139.99"/>

**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.

**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  
 03/15/2024