



Purchase Order

PO No. 24156328

Order Date: 4/17/2024

Internal Tracking No.: PR 46791 PO 24-0003241

Contractor Info

Staples Contract & Commercial LLC
10433908166
500 Staples Drive
Framingham, MA 01702

Bill To

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

Ship To

4405 Springdale Rd., RM 678M
Attn: Misty Malnassy
Austin TX 78723

NOTE TO CONTRACTOR: Deliver To:

Misty Malnassy
512-936-3791
misty.malnassy@twc.texas.gov

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 | MaryLou Ochoa | marylou.ochoa@twc.texas.gov | (512) 111-1111 |

| Line # | NIGP Code | Commodity Code/ Supplier Part # | Item | QTY | UOM | Unit Price | Extended Price |
|--------|-----------|---------------------------------|--|-----|-----|------------|----------------|
| 1 | 61539 | 489131 | Staples Heavyweight Sheet Protectors, Clear, 100/Box (31866) Contract: 615-C1 Contract Type: Term Delivery ARO (days): 3 Delivery Date: 4/22/2024 MPN: 489131-1855753 Manufacturer Name: WORKLIFE BRANDS | 4 | BOX | 7.73 | \$30.92 |
| 2 | 61543 | 63995 | Pendaflex Hanging File Folders, 2" Expansion, Letter Size, Blue, 25/Box (PFX 04152x2 BLU) Contract: 615-C1 Contract Type: Term Delivery ARO (days): 3 Delivery Date: 4/22/2024 MPN: 063995-1855753 Manufacturer Name: TOPS PRODUCTS LLC | 4 | BOX | 38.84 | \$155.36 |



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Total \$186.28