



# Purchase Order

## PO No. 24157253

Order Date: 4/18/2024

Internal Tracking No.: PO 24-0003251 PR 47041

**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**

1416 S NEW RD  
RM 129  
Waco TX 76711

**NOTE TO CONTRACTOR: Attn:**

Vanessa Trevino  
(866) 630-3739 x5224  
vanessa.trevino@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	Michael Kagan	michael.kagan@twc.texas.gov	(737) 400-5664

Line #	NIGP Code	Commodity Code/ Supplier Part #	Item	QTY	UOM	Unit Price	Extended Price
1	62090	62090381013	<b>Highlighters, Retractable, Assorted Colors, 5/Pkg., Plus Freight Order Less Than \$25</b> Contract: 620-S1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 5/2/2024	3	PKG	6.08	\$18.24
2	61562	61562383601	<b>Self Stick Note Pad, 3" x 3", Neon, 100 Sheets/Pad, 6 Pads/Pk, Plus Freight Order Less Than \$25</b> Contract: 615-S1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 5/2/2024 Manufacturer Name: 3M	4	PACK	8.24	\$32.96



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3	61562	61562385601	<b>Self Stick Note Pad, 4" X 6", Neon, Lined,100 Sheets/Pad, 6 Pads/PK, Plus Freight Order Less Than \$25</b> Contract: 615-S1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 5/2/2024 Manufacturer Name: 3M	2	PACK	14.47	\$28.94
4	61562	61562500001	<b>Legal Pad, White, 8-1/2" X 11-3/4". Order in multiples of 12. Freight is added to orders less than \$25.</b> Contract: 615-S1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 5/2/2024 MPN: 598 Manufacturer Name: Bazic	12	EACH	2.01	\$24.12

**Total \$104.26**