



Procurement and Contracts
 Texas SmartBuy PO # 24160940
 Business Unit # 320AD
 Purchase Order # 24-0003320

Payment Terms: N/A **Freight Terms:** N/A **Ship Via:** N/A **PCC:** X **PO Date:** 04/23/2024 **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: MONO MACHINES LLC
 DBA SUPPLY CHIMP
 228 PARK AVE S # 36842
 NEW YORK NY 10003-1502
 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: 1263499518 009

Purchaser: Anna James

Phone:

Fax:

Email: anna.mccorkle@twc.texas.gov

TWC Prefers Electronic Submission

PO Information:

****DO NOT DUPLICATE THIS ORDER - (TXSMARTBUY PO NUMBER 24160940 HAS BEEN SUBMITTED TO VENDOR VIA EMAIL ON 04/23/2024 - FOR PAYMENT PROCESSING PURPOSES ONLY****

Purchase Order issue in accordance to TXMAS contracts: 34 TX Admin. Code 20.220

TXMAS contract TXMAS-24-61501
 Contract start date: 04/23/2024
 Contract end date: 04/24/2024

Terms: 1 Days ARO

CONTACT
 Tisha Pool
 737-667-6703
 tisha.pool@twc.texas.gov

VENDOR
 VID: 12634995182
 Mono Machines LLC dba Supply Chimp
 Marlene Lamsen
 helpme@supplychimp.com
 (800) 592-1306

Submit invoices via email to APPO@twc.texas.gov and the Contract Manager listed above. PDF or Word documents only are 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 will 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 Procurement Contract Services.

Authorized Signature

Sonya Babley, CTCD, CTCM

Sonya Babley, CTCD, CTCM

04/23/2024



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Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Jumbo Size Kraft Envelope, 14 X 18, Brown Kraft, 25/Box	13060	310/06	20.0000	BOX	\$20.60000	\$412.00	04/23/2024
							Schedule Total	\$412.00
							ReqID: 0000047050	
							Item Total for Line # 1	\$412.00
2-1	Hewlett Packard Hewce505A Toner F/ HP P2035/2055 Bk	13060	575/47	4.0000	EA	\$122.72000	\$490.88	04/23/2024
							Schedule Total	\$490.88
							ReqID: 0000047050	
							Item Total for Line # 2	\$490.88
3-1	Clorox 15948Ct Disinfecting Wipes, 7 X 8, Lemon Fresh, 75/Ca	13060	485/88	3.0000	CTN	\$70.50000	\$211.50	04/23/2024
							Schedule Total	\$211.50
							ReqID: 0000047050	
							Item Total for Line # 3	\$211.50
4-1	1179872 Cushioned Mailer 9 12 X 14 12 Kraft 100Pack	13060	600/71	1.0000	PAK	\$71.83000	\$71.83	04/23/2024
							Schedule Total	\$71.83
							ReqID: 0000047050	
							Item Total for Line # 4	\$71.83
							Total PO Amount	\$1,186.21

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.

Authorized Signature
Sonya Babley, CTCD, CTCM
 Sonya Babley, CTCD, CTCM
 04/23/2024



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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

04/23/2024