



Procurement and Contracts
Business Unit # 320AD
Purchase Order # 24-0003491

Payment Terms: N/A **Freight Terms:** N/A **Ship Via:** N/A **PCC:** E **PO Date:** 05/08/2024 **PO End Date:** **PO Method:** RE **Dispatch:** Dispatch Via Print **Rev Dt:**

PLEASE NOTE: ADDITIONAL TERMS AND CONDITIONS MAY BE LISTED AT THE END OF THE PURCHASE ORDER.

Vendor: TEXAS ASSOCIATION OF REGIONAL COUNCILS
STE 201
1210 SAN ANTONIO ST
AUSTIN TX 78701-1872
United States

Ship To: Texas Workforce Commission
1117 TRINITY ST # 144T
AUSTIN TX 78701-1919
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: 1470898771 002

Purchaser: Donna M Navarro
Phone: (737) 400-5662
Fax:
Email: donna.navarro@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.

Per [Texas Association of Regional Councils] per website 05/08/2024.

By acceptance of this purchase order, Vendor agrees that only TWC Standard Terms Conditions Revised 01/30/2024 (ATTACHMENT I) apply to this order.

The Aging in Texas Conference (AITC) is an annual conference with educational programming beneficial for anyone invoiced with caring for Texas older adults which is the Office of Blind Services' largest population with the OIB Program held at the Renaissance Austin Hotel in Austin, TX July 31-August 2, 2024.

TWC Contact-

Name: Josephine Valenzuela
Tel: 512-936-3744
E-mail: josephine.valenzuela@twc.texas.gov

Vendor Contact-

Name: Bridget Wallenberger
Tel: 512-478-4715
E-mail: bridgetw@txregionalcouncil.org

Submit invoices via email to APPO@TWC.texas.gov and the TWC Contact listed above. 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.

Authorized Signature

Sonya Babley, CTCD, CTCM

Sonya Babley, CTCD, CTCM

05/08/2024



Procurement and Contracts
 Business Unit # 320AD
 Purchase Order # 24-0003491

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	AiTC Conference Registration for [REDACTED] [REDACTED] - July 31-Aug. 2, 2024	13060	963/64	1.0000	EA	\$475.00000	\$475.00	07/31/2024
							Schedule Total	\$475.00
					ReqID:	0000047201		
							Item Total for Line # 1	\$475.00
2-1	AiTC Conference Registration for [REDACTED] [REDACTED] - July 31-Aug. 2, 2024	13060	963/64	1.0000	EA	\$475.00000	\$475.00	07/31/2024
							Schedule Total	\$475.00
					ReqID:	0000047201		
							Item Total for Line # 2	\$475.00
3-1	AiTC Conference Registration for [REDACTED] [REDACTED] - July 31-Aug. 2, 2024	13060	963/64	1.0000	EA	\$475.00000	\$475.00	07/31/2024
							Schedule Total	\$475.00
					ReqID:	0000047201		
							Item Total for Line # 3	\$475.00
4-1	AiTC Conference Registration for [REDACTED] [REDACTED] July 31- Aug. 2, 2024	13060	963/64	1.0000	EA	\$475.00000	\$475.00	07/31/2024
							Schedule Total	\$475.00
					ReqID:	0000047201		
							Item Total for Line # 4	\$475.00

Authorized Signature

Sonya Babley, CTCD, CTCM

Sonya Babley, CTCD, CTCM

05/08/2024



Procurement and Contracts
 Business Unit # 320AD
 Purchase Order # 24-0003491

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
5-1	AiTC Conference Registration for [REDACTED] [REDACTED] - July 31- Aug. 2, 2024	13060	963/64	1.0000	EA	\$475.00000	\$475.00	07/31/2024
							Schedule Total	<input type="text" value="\$475.00"/>
					ReqID:			
					0000047201			
							Item Total for Line # 5	<input type="text" value="\$475.00"/>

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
6-1	AiTC Conference Registration for [REDACTED] [REDACTED] - July 31- Aug. 2, 2024	13060	963/64	1.0000	EA	\$475.00000	\$475.00	07/31/2024
							Schedule Total	<input type="text" value="\$475.00"/>
					ReqID:			
					0000047201			
							Item Total for Line # 6	<input type="text" value="\$475.00"/>

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

05/08/2024