



Procurement and Contracts
 Business Unit # 320AD
 Purchase Order # 24-0003650

Payment Terms: N/A **Freight Terms:** N/A **Ship Via:** N/A **PCC:** E **PO Date:** 05/23/2024 **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: DREAM RANCH LLC
 DBA DREAM RANCH OFFICE SUPPLIES
 129 N 2ND ST STE B
 KRUM TX 76249-9327
United States

Ship To: Texas Workforce Commission
 1117 TRINITY ST
 316T
 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: 1270077967 005

Purchaser: Gregory Kolz
Phone: (737) 400-5673
Fax:
Email: gregory.kolz@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 [Dream Ranch] corresponding Quote No. 13909 dated 05/23/2024.
 By acceptance of this purchase order, Vendor agrees that only TWC Standard Terms Conditions Revised 01/30/2024 (ATTACHMENT I) apply to this order.
 Delivery Terms: 7-10 Days ARO

TWC Contact-
 Name: Debbie Tilbury
 Tel: 737-279-3225
 E-mail: debbie.tilbury@twc.texas.gov

Vendor Contact-
 Name: Sheri D Wet
 Tel: 972-668-3190
 E-mail: sheri@dreamranchtx.com

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."

Ship to Comments:

Please deliver at Annex location.

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Expo Low Odor Dry-Erase Kit, Anti-Roll, Assorted Colors (80054)	13069	615/60	1.0000	EA	\$25.03000	\$25.03	05/23/2024
							Schedule Total	<input type="text" value="\$25.03"/>
						ReqID: 0000047353		
							Item Total for Line # 1	<input type="text" value="\$25.03"/>

Authorized Signature

Sonya Babley, CTCD, CTCM

Sonya Babley, CTCD, CTCM

05/23/2024



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Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
2-1	Pentel EnerGel RTX Retractable Gel Pens, Medium Point, Black Ink, Dozen (BL77-A)	13069	615/60	1.0000	EA	\$25.75000	\$25.75	05/23/2024
							Schedule Total	<input type="text" value="\$25.75"/>
					ReqID:			
					0000047353			
							Item Total for Line # 2	<input type="text" value="\$25.75"/>
3-1	Staples Notepads, 5" x 8", Narrow Ruled, Canary, 50 Sheets/Pad, Dozen Pads/Pack (ST57298)	13069	615/60	1.0000	EA	\$12.36000	\$12.36	05/23/2024
							Schedule Total	<input type="text" value="\$12.36"/>
					ReqID:			
					0000047353			
							Item Total for Line # 3	<input type="text" value="\$12.36"/>
4-1	Lysol Disinfecting Wipes, Lemon and Lime Blossom, 35 Wipes/Canister, 3 Canisters/Pack (1920082159)	13069	615/60	1.0000	EA	\$15.45000	\$15.45	05/23/2024
							Schedule Total	<input type="text" value="\$15.45"/>
					ReqID:			
					0000047353			
							Item Total for Line # 4	<input type="text" value="\$15.45"/>

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.

Authorized Signature

Sonya Babley, CTCD, CTCM

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05/23/2024



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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

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05/23/2024