



Procurement and Contracts
 Business Unit # 320AD
 Purchase Order # 24-0004008

Payment Terms: N/A **Freight Terms:** N/A **Ship Via:** N/A **PCC:** E **PO Date:** 06/24/2024 **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: TEKGRATION LLC
 539 W COMMERCE ST # 757
 DALLAS TX 75208-1953
United States

Ship To: Texas Workforce Commission
 2101 S 2ND ST
 MCALLEN TX 78503
 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: 1832002617 001

Purchaser: Michael Kagan
Phone: (737) 400-5664
Fax:
Email: michael.kagan@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.

Tekgration Quote # 1031 dated 6/25/24

By acceptance of this purchase order, Vendor agrees that only TWC Standard Terms Conditions Revised 1/30/24 (ATTACHMENT 1) apply to this order.

TWC Contact Name: Leobardo Delgado Jr
 E-mail: leobardo.delgadojr@twc.texas.gov

Vendor Contact
 Name: Staci Beane
 Tel: 210-729-9339
 E-mail: staci.beane@tekgration.com
 VIN: 1832002617

Submit invoices via email to APPO@TWC.texas.gov. 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.

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Lorell Adjustable-Height Footrest - 4" - 6.50" Adjustable Height - Black - 1 Each	13060	616/60	3.0000	EA	\$41.99000	\$125.97	07/17/2024
							Schedule Total	\$125.97
						ReqID: 0000047780		
							Item Total for Line # 1	\$125.97

Authorized Signature

Sonya Babley, CTCD, CTCM

Sonya Babley, CTCD, CTCM

06/26/2024



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Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
2-1	Post-it Notes, 3 in x 3 in, 12 Pads, 100 Sheets/Pad, Clean Removal, Canary Yellow	13060	616/60	15.0000	EA	\$14.99000	\$224.85	07/17/2024
							Schedule Total	\$224.85
					ReqID:			
					0000047780			
							Item Total for Line # 2	\$224.85
3-1	Logitech® C270 HD Webcam with Noise- Reducing Mics for Video Calls	13060	616/60	3.0000	EA	\$29.99000	\$89.97	07/17/2024
							Schedule Total	\$89.97
					ReqID:			
					0000047780			
							Item Total for Line # 3	\$89.97
4-1	Quartet® Economy Cork Bulletin Board, 24" x 36", Wood Frame With Oak Finish	13060	616/60	1.0000	EA	\$34.37000	\$34.37	07/17/2024
							Schedule Total	\$34.37
					ReqID:			
					0000047780			
							Item Total for Line # 4	\$34.37
5-1	Logitech ERGO M575 Wireless Trackball Mouse, Black	13060	616/60	1.0000	EA	\$53.69000	\$53.69	07/17/2024
							Schedule Total	\$53.69
					ReqID:			
					0000047780			
							Item Total for Line # 5	\$53.69

Authorized Signature

Sonya Babley, CTCD, CTCM

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Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
6-1	Adesso Tru-Form 450 Ergonomic Touchpad Keyboard For Windows	13060	616/60	1.0000	EA	\$68.99000	\$68.99	07/17/2024
							Schedule Total	<input type="text" value="\$68.99"/>
					ReqID: 0000047780			
							Item Total for Line # 6	<input type="text" value="\$68.99"/>
Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
7-1	Freight	13060	616/60	1.0000	EA	\$29.99000	\$29.99	07/17/2024
							Schedule Total	<input type="text" value="\$29.99"/>
							Item Total for Line # 7	<input type="text" value="\$29.99"/>
							Total PO Amount	<input type="text" value="\$627.83"/>

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
 06/26/2024