



Office of Injured Employee Counsel
Business Unit # 44800
Purchase Order # 16-0176
Purchase Order Change Notice (# 1)

Payment Terms: **NET30** Freight Terms: **FOB Destination** Ship Via: **VNDR** PCC: **C** Date: **08/04/16** PO Method: **TC** Dispatch: **Dispatch Via Print** Rev Dt: **08/31/16**

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

Vendor: TIBH INDUSTRIES INC - PRODUCTS
 1011 E 53RD 1/2 ST
 AUSTIN TX 787511703
 United States

Ship To: See Detail Below

Vendor ID: 1741976051

Bill To: Attn: Acctng - Mail Code 108-3A
 P.O. 149104
 Austin TX 78714-9104
 United States

Purchaser: James Kellldorf
Phone: 512/676-6149
Fax: 512/463-6159
Email: james.kellldorf@tdi.texas.gov

Fax:
Email: Invoices@tdi.texas.gov

PO Information:

The Purchase Order (PO) is subject to termination or cancellation, without penalty to OIEC, either in whole or in part, subject to the availability of state funds. OIEC is a state agency whose authority and appropriations are subject to actions of the Texas Legislature. If OIEC becomes subject to a legislative change, revocation of statutory authority, or lack of appropriated funds that would render the vendor's delivery or performance under the PO impossible or unnecessary, the PO will be terminated or canceled and be deemed null and void. In the event of a termination or cancellation under this Section, OIEC will not be liable to the vendor for any damages that are caused or associated with such termination or cancellation and OIEC will not be required to give notice.

Invoicing: To ensure prompt payment, the vendor must include the following information on all invoices: (1) the above reference PO Number, (2) the above referenced Vendor ID No., and (3) any other relevant information that will confirm purchase. Failure to comply may delay payment process or cause invoice to be returned.

Certification. The terms of the contract are considered complete and payment can be made when the terms and conditions of the order have been met and the goods and/or services have been certified. Attachment "A-1" Terms and Conditions become part of this Purchase Order.

**** Our accounting department is going paperless. Invoices may be emailed to invoices@tdi.texas.gov****

Quantities are estimated: TDI does not guarantee to purchase any minimum or maximum quantity. TDI reserves the right to increase or decrease the quantity(ies) of the purchase order at the same original terms and conditions. The vendor will be notified in writing by purchase order change notice of any requirements for any increased or decreased quantity(ies).

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 shall be in the scope of original work. No verbal change orders will be permitted. All Purchase Order Change Notice (POCN) will be issued by TDI Purchasing Section.

POCN #1 8/31/16 JK
 Added line item number 2 for additional funds.

Authorized Signature

James Kellldorf, CTPM

08/31/2016



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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
1- 1	Temporary to assist our Austin FO Title: Clerk II TIBH job class: 0055 District # 14 (Austin, Travis Co) Level: expert Duties: Faxing, Copying, Pulling files, Filing files, Purging files 8/22/16 through 8/31/16.	962/68	100.0000	HR	\$21.42	\$2,142.00	08/04/2016
	Ship To: 2M0003 No Physical Shipment United States						
						Schedule Total	\$2,142.00
					ReqID: 0000001332		
	Position needed from August 22 - 31, 2016 A new purchase order will be issued for Sept. 1 through end date. Rate increase s on September 1, 2016 from \$21.42 to \$22.32						
	Supervisor: Juan Rodriguez Telephone Number: 866-393-6432 ext. 31550 Email address: juan.rodriguez@oiec.texas.gov						
	Back up: Janisse Duarte (512) 804-4182 janisse.duarte@oiec.texas.gov						
						Item Total for Line # 1	\$2,142.00
2- 1	Add additional funds for temporary clerk II/ expert Job class 0055 \$21.42 an hour	005/05	144.0000	HR	7.79000 \$	1121.760 \$	08/31/2016
	Ship To:						
						Schedule Total	\$1,121.76
					ReqID: 0000001332		
						Item Total for Line # 2	\$1,121.76

Authorized Signature

James Kellogg, CTPM

08/31/2016



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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.

The Purchase Order Terms and Conditions can be found at:

<http://www.tdi.texas.gov/general/aspurch.html>

Authorized Signature

James Kellogg, CTPM

08/31/2016