



Office of Injured Employee Counsel
Business Unit # 44800
Purchase Order # 17-0110

Payment Terms: **NET30** Freight Terms: **FOB Destination** Ship Via: **VNDR** PCC: **E** Date: **09/23/16** 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: OFFICEMAX INC
 4225 SUNSET DR
 SAN ANGELO TX 76904-5653
 United States

Ship To: 2M0002 - OIEC - Metro Office
 7551 Metro Center Drive, Suite 100
 Austin TX 78744
 United States

Vendor ID: 1341573735

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

Purchaser: Andrea Toscano
Phone: 512/676-6142
Fax: 512/463-6159
Email: andrea.toscano@tdi.texas.gov

Fax:
Email: Invoices@tdi.texas.gov

PO Information:

The State of Texas has adopted a policy and process encouraging the use of negotiation and mediation to resolve contract claims against the state. All contract claims made against the Office of Injured Employee Counsel must adhere to the process under Texas Government Code, Chapter 2260, Resolution of Certain Contract Claims Against the State.

Invoicing: To ensure prompt payment, the vendor must include the following information on all the 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.

QUOTE DATE:
 QUOTE #:
 QUOTED BY:

 ***** ENSURE PO# APPEARS ON INVOICE AND FORWARD TO: invoices@tdi.texas.gov *****

This Purchase Order is processed for internal tracking and paying purposes only. This document will not be sent to the vendor.

IN ACCORDANCE WITH TERM CONTRACT 615-A1

SMARTBUY PO #: 17005749

Authorized Signature

Andrea Toscano

09/26/2016



Office of Injured Employee Counsel
Business Unit # 44800
Purchase Order # 17-0110

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
1- 1	CorX Magnetic Dry Erase Calendar Board. Order No. J413897. Size: 4ft x 3 ft	615/19	1.0000	EA	\$159.25	\$159.25	09/27/2016
						Schedule Total	<input type="text" value="\$159.25"/>
				ReqID: 0000001350			
Vendor: Lone Star Supplies							
The board is being ordered for Alejandra Hernandez, Executive Assistant.							
						Item Total for Line # 1	<input type="text" value="\$159.25"/>
2- 1	Estimated Shipping and Handling.	962/86	1.0000	EA	\$0.00	\$0.00	09/27/2016
						Schedule Total	<input type="text" value="\$0.00"/>
				ReqID: 0000001350			
						Item Total for Line # 2	<input type="text" value="\$0.00"/>
						Total PO Amount	<input type="text" value="\$159.25"/>

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
Andrea Toscano
09/26/2016