



Procurement and Contracts  
 Texas SmartBuy PO # 23156325  
 Business Unit # 320AD  
 Purchase Order # 23-0003979

Payment N/A Freight N/A Ship Via: N/A PCC: A Date: 05/25/23 PO Method: DG Dispatch: Dispatch Rev Dt:  
 Terms: Terms: Via Print

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

Vendor: STAPLES PRINT SOLUTIONS  
 STAPLES CONTRACT & COMMERCIAL LLC  
 DBA STAPLES BUSINESS ADVANTAGE  
 PO BOX 660409  
 DALLAS TX 75266-0409  
 United States

Ship To: Texas Workforce Commission  
 8825 N LOOP  
 STE 123  
 EL PASO TX 79907-4606  
 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: 1043390816

Purchaser: Anna James  
 Phone:  
 Fax:  
 Email: anna.mccorkle@twc.texas.gov

TWC Prefers Electronic Submission

PO Information:

TERM 615-A1

Contact  
 Margaret Conley  
 915-887-2155  
 margaret.conley@twc.texas.gov

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Tote, In-line Skate Wheels, padded computer pocket protects most 17" laptops, padded open-top pockets, Retractable Handle, Black, Freight Included	530/50	3.0000	EA	\$76.42000	\$229.26	05/25/2023

Schedule Total

ReqID:  
0000042445

Item 53060608348

Item Total for Line # 1

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 Bebley, CTCD, CTCM*

Sonya Bebley, CTCD, CTCM

05/25/2023



Procurement and Contracts  
Texas SmartBuy PO # 23156325  
Business Unit # 320AD  
Purchase Order # 23-0003979

Page: 2 of 2

**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 Bebley, CTCD, CTCM*

Sonya Bebley, CTCD, CTCM

**05/25/2023**