



Procurement and Contracts
 Business Unit # 320AD
 Purchase Order # 23-0004508

Payment Terms: N/A **Freight Terms:** N/A **Ship Via:** N/A **PCC:** D **PO Date:** 07/06/2023 **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: ODP BUSINESS SOLUTIONS LLC
 PO BOX 660113
 DALLAS TX 75266-0113
 United States

Ship To: Texas Workforce Commission
 3311 RICHMOND AVE STE 175
 HOUSTON TX 77098
 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: 1862161688 001

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

TWC Prefers Electronic Submission

PO Information:

Catalog Purchase subject to TWC Terms and Conditions

Contact
 Sylvia A. Martinez
 210-258-6843
 sylvia.martinez@twc.texas.gov

Ship to Comments:

SHIP TO
 Attn: Silvia Martinez
 INSIDE Delivery Only from 9:00 am to 4:00 pm.
 Phone: 281-627-5495

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Sparco® 2-Drawer Storage Organizer, 6"H x 6"W x 6" D, Clear Item #818982		055/69	4.0000	EA	\$14.99000	\$59.96	07/24/2023
							Schedule Total	<input type="text" value="\$59.96"/>
							ReqID: 0000043173	
							Item Total for Line # 1	<input type="text" value="\$59.96"/>

Authorized Signature

Sonya Babley, CTCD, CTCM

Sonya Babley, CTCD, CTCM

07/06/2023



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2-1	Sparco Split Ring Wrist Coil Key Holders - 2.1" x 2.1" x 2.4" - 10 / Pack #4759546		615/50	2.0000	PAK	\$5.39000	\$10.78	07/24/2023
							Schedule Total	<input type="text" value="\$10.78"/>
					ReqID: 0000043173			
							Item Total for Line # 2	<input type="text" value="\$10.78"/>
3-1	Smead® Manila Reinforced Tab Fastener Folders With Two Fasteners, 1/3 Cut, Letter Size, item# 207126 Pack Of 50 #		615/45	2.0000	BOX	\$32.49000	\$64.98	07/24/2023
							Schedule Total	<input type="text" value="\$64.98"/>
					ReqID: 0000043173			
							Item Total for Line # 3	<input type="text" value="\$64.98"/>
4-1	Duracell® Coppertop AA Alkaline Batteries, Box Of 24, Case Of 6 Boxes Item #1385281		450/06	1.0000	EA	\$164.89000	\$164.89	07/24/2023
							Schedule Total	<input type="text" value="\$164.89"/>
					ReqID: 0000043173			
							Item Total for Line # 4	<input type="text" value="\$164.89"/>
5-1	Post-it® Notes, Lined, 3" x 3", Canary Yellow, Pack Of 12 Pads Item #442513		616/62	2.0000	PAK	\$22.49000	\$44.98	07/24/2023
							Schedule Total	<input type="text" value="\$44.98"/>
					ReqID: 0000043173			
							Item Total for Line # 5	<input type="text" value="\$44.98"/>

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Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
6-1	Post-it® Notes, Lined, 3" x 5", Floral Fantasy Collection, Pack Of 5 Pads #285581		616/62	20.0000	EA	\$14.99000	\$299.80	07/24/2023
							Schedule Total	<input type="text" value="\$299.80"/>
					ReqID:			
					0000043173			
							Item Total for Line # 6	<input type="text" value="\$299.80"/>
7-1	Post-it® Super Sticky Notes, 4 in x 4 in, Energy Boost Collection, Lined, Pack Of 6 Pads #723832		616/62	20.0000	PAK	\$14.99000	\$299.80	07/24/2023
							Schedule Total	<input type="text" value="\$299.80"/>
					ReqID:			
					0000043173			
							Item Total for Line # 7	<input type="text" value="\$299.80"/>
8-1	Post-it® Notes, 3" x 3", Lined, Poptimistic Collection, Pack Of 6 Pads Item #285581		616/62	20.0000	EA	\$11.49000	\$229.80	07/24/2023
							Schedule Total	<input type="text" value="\$229.80"/>
					ReqID:			
					0000043173			
							Item Total for Line # 8	<input type="text" value="\$229.80"/>
9-1	Post-it® Super Sticky Notes, 4" x 4", Playful Primaries Collection, Lined, Pack Of 6 Pads Item # 505096		616/62	20.0000	EA	\$17.29000	\$345.80	07/24/2023
							Schedule Total	<input type="text" value="\$345.80"/>
					ReqID:			
					0000043173			
							Item Total for Line # 9	<input type="text" value="\$345.80"/>

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Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
10-1	Post-it® Greener Notes, 4 in x 6 in, Sweet Sprinkles Collection, Lined, Pack Of 5 Pads #322674		616/62	20.0000	PAK	\$12.99000	\$259.80	07/24/2023
							Schedule Total	<input type="text" value="\$259.80"/>
					ReqID: 0000043173			
							Item Total for Line # 10	<input type="text" value="\$259.80"/>
							Total PO Amount	<input type="text" value="\$1,780.59"/>

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
07/06/2023