



Procurement and Contracts
 Business Unit # 320AD
 Purchase Order # 24-0000090
 Purchase Order Change Notice (# 1)

Payment Terms: N/A **Freight Terms:** N/A **Ship Via:** N/A **PCC:** 0 **PO Date:** 09/01/2023 **PO End Date:** **PO Method:** DG **Dispatch:** Dispatch Via Print **Rev Dt:** 08/01/2023

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

Vendor: WORKQUEST
 DBA TIBH INDUSTRIES INC
 1011 E 53RD 1/2 ST
 AUSTIN TX 78751-1703
 United States

Ship To: Texas Workforce Commission
 400 E HACKBERRY AVE
 MCALLEN TX 78501-9222
 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: 1741976051 001

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

TWC Prefers Electronic Submission

PO Information:

Texas Governmental Code 2155.138 - Blind made goods/services.

Term Contract: 962-S1

FY24 Document shredding service for fiscal year 2023-2024 for South Texas Tele-Center.

Vendor
 Workquest DBA TIBH Industries, Inc.
 customerservice@workquesttx.com
 512/451-8145
 VIN 1741976051

Contact
 Rosalba Guajardo
 956-984-4908
 rosalba.guajardo@twc.texas.gov

08/01/2023 POCN (1) added term contract no. AMJ

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	McA Doc Shredding Service (Sept 2023)		962/27	1.0000	LOT	\$160.16000	\$160.16	07/31/2023

Schedule Total

ReqID:
0000042251

4 large bins with documents to shred at \$160.16/month and one time pick up fee of \$37.67. Yearly total \$1,959.59 per Rosa Valdez/Regional Marketing Manager via email quote 4-27-23

Item Total for Line # 1

Authorized Signature

Sonya Babley, CTCD, CTCM

Sonya Babley, CTCD, CTCM

08/01/2023



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Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
2-1	McA Doc Shredding Service (Oct 2023 - Aug 2024)		962/27	1.0000	LOT	\$1,799.43000	\$1,799.43	07/31/2023
							Schedule Total	<input type="text" value="\$1,799.43"/>
					ReqID:			
					0000042251			
4 large bins with documents to shred at \$160.16/month and one time pick up fee of \$37.67. Yearly total \$1,959.59 per Rosa Valdez/Regional Marketing Manager via email quote 4-27-23								
							Item Total for Line # 2	<input type="text" value="\$1,799.43"/>

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.

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
 08/01/2023