



Procurement and Contracts  
 Business Unit # 320AD  
 Purchase Order # 24-0000851  
 Purchase Order Change Notice (# 1)

**Payment Terms:** N/A    **Freight Terms:** N/A    **Ship Via:** N/A    **PCC:** I    **PO Date:** 09/22/2023    **PO End Date:**    **PO Method:** IT    **Dispatch:** Dispatch Via Print    **Rev Dt:** 09/22/2023

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

**Vendor:** TEKGRATION LLC  
 539 W COMMERCE ST # 757  
 DALLAS TX 75208-1953  
 United States

**Ship To:** Texas Workforce Commission  
 4800 N LAMAR BLVD  
 AUSTIN TX 78756  
 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:** 1832002617 001

**Purchaser:** Anna James

**Phone:**

**Fax:**

**Email:** anna.mccorkle@twc.texas.gov

**TWC Prefers Electronic Submission**

**PO Information:**

DIR GoDirect  
 DIR-CPO-4471

\*\*\*SEE SHIP TO COMMENTS\*\*\*

\*\*\*\*\*PLEASE DO NOT SUBSTITUE\*\*\*\*\* FLASH DRIVES MUST BE NON-ENCRYPTED\*\*\*\*

This purchase order is in accordance with Department of Information Resource Master Contract, DIR-CPO-4471, which expires on 03/25/2025. The attached TWC Standard Terms and Conditions, Rev 05/12/2023 (ATTACHMENT I) apply to this PO when not in conflict to those as stated in The Department of Information Resource Master Contract and will govern the issuance of a TWC Purchase order.

This purchase is according to Texas Government Code § 2157.068 Purchase of Automated Information Systems (products or services).

Reference Tekgration LLC corresponding Quote No. 842 dated 09/21/2023.

Contract  
 LaToya Jackson  
 512-377-0349  
 latoya.jackson@twc.texas.gov

Vendor:  
 Tekgration LLC  
 210-729-9339  
 staci.beane@tekgration.com  
 VIN 1832002617400

Submit invoices via email to APPO@twc.texas.gov and the Contract Manager listed above. PDF or Word Documents only are accepted. All Invoices must include reference to TWC Internal PO.

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 must be in the scope of original work. No verbal change orders will be permitted. All change orders must be in writing with a Purchase Order Change Notice (POCN) issued by Purchasing HUB Services.

POCN (1) 09/22/2023 add shipping charge. AMJ

**Ship to Comments:**

Please Ship to  
 Criss Cole Rehabilitation Center  
 ATTN: LaToya Jackson

**Authorized Signature**

*Sonya Babley, CTCD, CTCM*

Sonya Babley, CTCD, CTCM

**09/22/2023**



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4800 North Lamar Blvd  
 Austin, TX 78756

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Kingston Technology DataTraveler E odia M USB flash drive 128 GB USB Type A 3.2 Gen		204/32	100.0000	EA	\$9.89000	\$989.00	10/02/2023
							<b>Schedule Total</b>	<input type="text" value="\$989.00"/>
							<b>ReqID:</b> 0000044529	

Kingston (Code: DTX/128GB)

**Item Total for Line # 1**

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
2-1	Freight		204/32	1.0000	EA	\$17.54000	\$17.54	10/02/2023
							<b>Schedule Total</b>	<input type="text" value="\$17.54"/>

**Item Total for Line # 2**

**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

**09/22/2023**