



# Purchase Order

## PO No. 24012422

Order Date: 10/12/2023

Internal Tracking No.: 24-0001141 / 44829

**Contractor Info**

Staples Contract & Commercial LLC  
10433908166  
500 Staples Drive  
Framingham, MA 01702

**Bill To**

101 EAST 15TH ST., RM 446  
Accts Payable: APPO@twc.state.tx.us  
AUSTIN TX 78778

**Ship To**

Texas Workforce Commission  
Tarrant County S Mgmt Unit 2-3  
+1 (817) 759-3522  
Attention Joseph Coleman  
2400 Circle Dr  
STE 200  
Fort Worth TX 76119

**NOTE TO CONTRACTOR:** "Delivery Contact: Joseph Coleman +1 (817) 759-3522

Delivery Hours: Mon-Fri 8:00AM-4:30PM

Submit invoices via email to APPO@twc.texas.gov PDF or Word Documents only are accepted. All Invoices must include reference to TXSMB PO and TWC PO Internal Tracking #. 24-0001141 / 44829

**Disclaimer**

The State of Texas is exempt from all Federal Excise Taxes except as noted in each contract.

**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 in 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, or a Texas County, City, Special District, or Other Political Subdivision.

*Bobby Pounds*

**Texas Comptroller of Public Accounts – Statewide Procurement Division**

Agency	Purchaser	Email	Phone
Texas Workforce Commission - 320	Kelly Hall	kelly.hall@twc.texas.gov	(737) 667-5150

Line #	NIGP Code	Commodity Code/ Supplier Part #	Item	QTY	UOM	Unit Price	Extended Price
1	78543	735535	<b>Fellowes Designer Suites Laptop Riser (8038401)</b> Contract: 615-C1 Contract Type: Term Delivery ARO (days): 3 Delivery Date: 10/16/2023 MPN: 735535-1855753 Manufacturer Name: FELLOWES	1	EACH	30.70	\$30.70

**Total \$30.70**