



Procurement and Contracts  
Business Unit # 320AD  
Purchase Order # 24-0001202

**Payment Terms:** N/A    **Freight Terms:** N/A    **Ship Via:** N/A    **PCC:** E    **PO Date:** 10/17/2023    **PO End Date:**    **PO Method:** RE    **Dispatch:** Dispatch Via Print    **Rev Dt:**

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

**Vendor:** NATIONAL FEDERATION OF THE BLIND OF TEXA  
1600 E HIGHWAY 6 STE 215  
ALVIN TX 77511  
**United States**

**Ship To:** Texas Workforce Commission  
4241 WOODCOCK DR STE A105  
SAN ANTONIO TX 78228  
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:** 1742056167 001

**Purchaser:** Michael Kagan  
**Phone:** (737) 400-5664  
**Fax:**  
**Email:** michael.kagan@twc.texas.gov

**TWC Prefers Electronic Submission**

**PO Information:**

3722 - Art. IX, Sec. 8.07, GAA

National Federation of the Blind of Texas Conference Registration Date: Friday, Nov. 3 - Sunday, Nov. 5, 2023

By acceptance of this purchase order, Vendor agrees that only TWC Standard Terms Conditions Revised 05/12/2023 (ATTACHMENT I) apply to this order.

TWC Contact Name: Cynthia Farias  
E-mail: cynthia.farias@twc.texas.gov

Vendor Contact  
Name: National Federation of the Blind of Texas  
Tel: (281) 968-7733  
E-mail: www.nfbtx.org  
VIN: 1742056167

Submit invoices via email to APPO@TWC.texas.gov. PDF or Word Documents are only 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.

Requisition for three staff at the early bird rate of \$30 if purchased prior to October 30th

The 72nd Annual 2023 Convention of the National Federation of the Blind of Texas Conference is taking place on Friday, November 3 to Sunday November 5, 2023 at the Double Tree by Hilton at Houston Hobby Airport located at 8181 Airport Blvd., Houston, Texas.

**Ship to Comments:**

NFB registration for three staff.  
Questions contact Cynthia Farias cynthia.farias@twc.texas.gov 2108052209

Authorized Signature

*Sonya Babley, CTCD, CTCM*

Sonya Babley, CTCD, CTCM

**10/17/2023**



Procurement and Contracts  
 Business Unit # 320AD  
 Purchase Order # 24-0001202

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	[Rose Tevino, EID 27342]		963/37	1.0000	EA	\$30.00000	\$30.00	11/03/2023
							<b>Schedule Total</b>	<input type="text" value="\$30.00"/>
							<b>ReqID:</b>	
							0000044924	
							<b>Item Total for Line # 1</b>	<input type="text" value="\$30.00"/>
2-1	[Joel Miranda, EID27018]		963/37	1.0000	EA	\$30.00000	\$30.00	11/03/2023
							<b>Schedule Total</b>	<input type="text" value="\$30.00"/>
							<b>ReqID:</b>	
							0000044924	
							<b>Item Total for Line # 2</b>	<input type="text" value="\$30.00"/>
3-1	[Janette Garza, EID 32903]		963/37	1.0000	EA	\$30.00000	\$30.00	11/03/2023
							<b>Schedule Total</b>	<input type="text" value="\$30.00"/>
							<b>ReqID:</b>	
							0000044924	
							<b>Item Total for Line # 3</b>	<input type="text" value="\$30.00"/>
							<b>Total PO Amount</b>	<input type="text" value="\$90.00"/>

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  
 10/17/2023

---

**Authorized Signature**

*Sonya Babley, CTCD, CTCM*

Sonya Babley, CTCD, CTCM

**10/17/2023**