



Sales Tax Exemption

Prairie View A&M University is exempt from state and municipal sales taxes under Chapter 20 Title 122A, revised Civil Statutes of Texas, for all purchases made for the exclusive use of the Prairie View A&M University.

The laws of the State of Texas shall govern this Purchase Order.

Member of the Texas A&M University System.

Purchase Order		
Purchase Order Date	PO/Reference No.	Revision No.
Aug 26, 2019	AB0475789	0
Contact instructions for questions regarding this Purchase Order: If Buyer Contact information is listed below, please contact the Buyer. If not, please contact the Customer.		
Buyer Contact:		
Buyer	Buyer Email	Buyer Phone Number
ctd - Douglas, Corey	ctdouglas@pvamu.edu	936.261.1935
Customer Contact:		
Name:	Mollene Williams	
Email:	MRWILLIAMS@PVAMU.EDU	
Phone:	+1 936-256-2125	

Order acceptance instructions:

Vendor guarantees that the products delivered or the services performed as a result of this Purchase Order will meet or exceed all specifications herein. Any exceptions to the pricing or the description contained herein must be approved by Prairie View A&M's Department of Procurement and Disbursement Services prior to shipping or performance. This Purchase Order is governed by the laws of the State of Texas and Prairie View A&M's Terms & Conditions, which are available online:

<http://www.pvamu.edu/pdsv/wp-content/uploads/sites/88/PVAMU-Ts-Cs-FINAL.pdf>

Supplier Information		Delivery Information	
Supplier Name	OFFICE DESIGN CONCEPTS LLC	Delivery Address	
Address	6750 BRITTMOORE ROAD HOUSTON, TX 77041 US	TAMUS Member:	05-Prairie View A&M University (05)
Phone	+1 713-849-3611	Attn:	Denise Simmons
Fax	+1 832-383-1430	VP Student Affairs	
FOB / FREIGHT	Destination	c/o Central Receiving Warehouse	
Pre-Pay & Add	No	Room	Evans Hall
Payment Terms	0, Net 30	1178 Reda Bland Evans St	
Contract Number - Header	Buyboard 584-19	MS 1100	
Contract Number - Line	<i>no value</i>	Prairie View, TX 77446	
Quote number		United States	
		Delivery Information	
		Required Delivery Date	
		Ship Via	Best Carrier-Best Way

Notes to Supplier

Shipping Instructions

Attachments for supplier

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PO Clauses

Header	001	No Collect Freight	Neither COD nor "Collect" freight or handling charges will be accepted.
		Charges Accepted	

Line No.	Product Description	Catalog No.	Size / Packaging	Unit Price	Quantity	Ext. Price
1 of 21	L- SHAPE DESKL shaped Desk Mhogany w BBF Ped and File File Ped	N/A	EA	975.00 USD	1 EA	975.00 USD
2 of 21	Bookcase36" wide x 73" High 6 Shelf	N/A	EA	475.00 USD	1 EA	475.00 USD
3 of 21	ECONECON TASK CHAIR MESH BACK WITH BLACKFABRIC SEAT	N/A	EA	378.00 USD	1 EA	378.00 USD
4 of 21	HutchMohogany w/ Doors , tackboard and task light	N/A	EA	494.17 USD	1 EA	494.17 USD
5 of 21	L shaped Desk Mhogany w BBF Ped and File FilePed	N/A	EA	975.00 USD	1 EA	975.00 USD
6 of 21	Fabric Guest Chairs BLACK FABRIC, BLACK	N/A	EA	185.00 USD	2 EA	370.00 USD
7 of 21	A927.CHE - 4 DRAWER LATERAL FILE - SILVER PULLS, mahogany LAMINATE	N/A	EA	943.60 USD	1 EA	943.60 USD
8 of 21	ECON TASK CHAIR MESH BACK WITH BLACK FABRIC SEAT	N/A	EA	378.00 USD	1 EA	378.00 USD
9 of 21	D TOP "L" SHAPE DESK WITH RETURN, (1) MOBILE PED AND (1) FIXED PED	N/A	EA	995.00 USD	1 EA	995.00 USD
10 of 21	A927.CHE - 4 DRAWER LATERAL FILE - SILVER PULLS, MAHOGANY LAMINATE	N/A	EA	943.60 USD	1 EA	943.60 USD
11 of 21	2 H storage mahogany laminate with 2 doors	N/A	EA	380.00 USD	1 EA	380.00 USD
12 of 21	COMPLETE "U" SHAPE UNIT PER PLAN AND 3D'S PROVIDED BU CLIENT WITH 72" HUTCH UNIT, 48" RETURN, 2 PEDS, TACKBOARD, TASK LIGHT AND 48"RETURN	N/A	EA	1,475.00 USD	1 EA	1,475.00 USD
13 of 21	42" round mahogany laminate table	N/A	EA	425.00 USD	1 EA	425.00 USD
14 of 21		N/A	EA		1 EA	

	WARDROBE/STO MAHOGANY LAMINATE WARDROBE/STORAGE CABINET1 850.00 850.00CONFERENCE ROOM			850.00 USD		850.00 USD
15 of 21	8' CONFERENCE TABLE MAHOGANY LAMINATE	N/A	EA	875.00 USD	1 EA	875.00 USD
16 of 21	Fabric CONFERENCE CHAIRS TO MATCH CLIENT'S EXISTING HEARING ROOM 302	N/A	EA	275.00 USD	4 EA	1,100.00 USD
17 of 21	8' CONFERENCE TABLE MAHOGANY LAMINATE	N/A	EA	875.00 USD	1 EA	875.00 USD
18 of 21	(8) CONFERENCE ROOM CHAIRS - BLACK	N/A	EA	275.00 USD	8 EA	2,200.00 USD
19 of 21	2 HIGH STORAGE UNIT WITH DOORS MAHOGANY LAMINATE	N/A	EA	380.00 USD	1 EA	380.00 USD
20 of 21	FREIGHT CHARGE	N/A	EA	475.00 USD	1 EA	475.00 USD
21 of 21	LABOR RO RECEIVE, DELIVER AND INSTALL ALL ITEMS ABOVE	N/A	EA	750.00 USD	1 EA	750.00 USD
Total						16,712.37 USD

Billing Information	Billing Address
To assure timely payment please e-mail invoices to the email provided in the bill to address. If the invoice is sent via email, please do not send a duplicate copy through the mail. Only if email is not an option then submit invoices to the billing address indicated in the "Billing Address" section. To inquire about electronic invoicing via cXML, CSV or PO flip through the supplier portal, e-mail abvvendorhelp@tamu.edu. Invoice must include the PO/Reference number shown above.	Prairie View A&M University-Accounts Payable ***Do Not Mail Invoices*** Email invoices to Payables@pvamu.edu P.O. Box 519 MS 1311 Prairie View, TX 77446-0519 United States