



## 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.
<b>Aug 29, 2019</b>	<b>AB0477065</b>	<b>0</b>
<b>Contact instructions for questions regarding this Purchase Order:</b>		
If Buyer Contact information is listed below, please contact the Buyer.		
If not, please contact the Customer.		
<b>Buyer Contact:</b>		
<b>Buyer</b>	<b>Buyer Email</b>	<b>Buyer Phone Number</b>
ctd - Douglas, Corey	ctdouglas@pvamu.edu	936.261.1935
<b>Customer Contact:</b>		
Name:	Caralita Solomon	
Email:	CYSOLOMON@PVAMU.EDU	
Phone:	+1 936-261-5043	

### 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	<b>Delivery Address</b>	
Address	6750 BRITTMOORE ROAD HOUSTON, TX 77041 US	TAMUS Member:	05-Prairie View A&M University (05)
Phone	+1 713-849-3611	Attn:	Elaine Shafer
Fax	+1 832-383-1430	Cooperative Agricultural Research Ctr	
FOB / FREIGHT	Destination	c/o Central Receiving Warehouse	
Pre-Pay & Add	No	Room	001
Payment Terms	0, Net 30	1178 Reda Bland Evans St	
Contract Number - Header	Buyboard Contract 584-19	MS 2008	
Contract Number - Line	<i>no value</i>	Prairie View, TX 77446	
Quote number		United States	
		<b>Delivery Information</b>	
		Required Delivery Date	
		Ship Via	Best Carrier-Best Way

### Notes to Supplier

#### Shipping Instructions

Attachments for supplier

1092\_001.pdf

#### 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 3	HIGH BACK TASK CHAIR WITH BLACK ADJ ARMS, RACHET BACK, BLACK BASE, 05 CONTROL WITH SEAT SLIDER GRADE B JAVA LEATHERETTE	2535-25-A	EA	545.00 USD	20 EA	10,900.00 USD
2 of 3	SIDE KICK GUEST CHAIR, BLACK ARMS, GRADE B JAVA LEATHERETTE	701A	EA	420.00 USD	22 EA	9,240.00 USD
3 of 3	Deliver/Install	N/A	JA	875.00 USD	1 JA	875.00 USD
<b>Total</b>						<b>21,015.00 USD</b>

Billing Information	Billing Address
<p>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 <a href="mailto:abvendorhelp@tamu.edu">abvendorhelp@tamu.edu</a>.</p> <p>Invoice must include the PO/Reference number shown above.</p>	<p>Prairie View A&amp;M University-Accounts Payable            ***Do Not Mail Invoices***            Email invoices to <a href="mailto:Payables@pvamu.edu">Payables@pvamu.edu</a>            P.O. Box 519            MS 1311            Prairie View, TX 77446-0519            United States</p>