



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.
Dec 19, 2019	AB0507084	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:	Terra Williams	
Email:	TNWILLIAMS@PVAMU.EDU	
Phone:	+1 936-261-2210	

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:	Terra Williams
Fax	+1 832-383-1430	Campus Planning & Space Mgmt	
FOB / FREIGHT	Destination	c/o Central Receiving Warehouse	
Pre-Pay & Add	No	Room	Harrington Science, Suite 102
Payment Terms	0, Net 30	1178 Reda Bland Evans St	
Contract Number - Header	Buyboard Contract 584-19	MS 1300	
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

Drew Memorial OFF...

PO Clauses

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

Line No.	Product Description	Catalog No.	Size / Packaging	Unit Price	Quantity	Ext. Price
1 of 26	ODC BUYBOARD CONTRACT # 584-19MEMORIAL DREW - 1ST	N/A	EA	1,600.00	1 EA	1,600.00

	FLOOR MRS. CAMPBELL'S PROJECT LEADTIME - WOOD QUICK SHIP CASEGOODS 2 WEEKS DELIVERY DIRECTLY TO CAMPUS PROJECT CONSIST OF RECEPTION 1000, ROOMS 118, 119, 120, 121, 123, 124, 125 AND CONFERENCE ROOM 121R			USD		USD
2 of 26	Guest Chairs BURGUNDY WING BACK CHAIRS	n/a	EA	489.00 USD	3 EA	1,467.00 USD
3 of 26	TASK CHAIR BURGUNDY TRADITIONAL TUFTED BACK TASK CHAIR	n/a	EA	475.00 USD	1 EA	475.00 USD
4 of 26	END TABLE 24X24 WOOD END TABLE	n/a	EA	538.15 USD	2 EA	1,076.30 USD
5 of 26	Coffee table coffee table 48x24	n/a	EA	799.56 USD	1 EA	799.56 USD
6 of 26	CONFERENCE ROOM 121 Conference CHAIRS BLACK CONFERENCE CHAIRS	n/a	EA	300.00 USD	10 EA	3,000.00 USD
7 of 26	Conference table 10' racetrack CONFERENCE TABLE WOOD WITH (3) PANEL BASES - laminate	n/a	EA	1,600.00 USD	1 EA	1,600.00 USD
8 of 26	Storage credenza double door wood laminate storage credenza	n/a	EA	950.00 USD	1 EA	950.00 USD
9 of 26	OFFICE 124 AND 125 Conference table 42" ROUND CONFERENCE TABLE	n/a	EA	550.00 USD	2 EA	1,100.00 USD
10 of 26	2 Dr File 2 Dr Lateral File - WOOD 24"D x 36"W x 29" HIGH	n/a	EA	988.18 USD	2 EA	1,976.36 USD
11 of 26	Bookcase BOOKCASE 36" wide x 15" deep x 66" high	n/a	EA	1,123.50 USD	4 EA	4,494.00 USD
12 of 26	GUEST CHAIR BURGUNDY OR BLACK TRADITIONAL GUEST CHAIRS	n/a	EA	430.00 USD	8 EA	3,440.00 USD
13 of 26	L-SHAPE DESK L shaped Desk WOOD (1) RIGHT RETURN AND (1) LEFT RETURN (1) RIGHT PED - BG372RD 36X72X30 DESK (1) LEFT PED - BG3672LD 36X72X30 DESK (1) LEFT RETURN BG2448ELR -24X48X30 (1) RIGHT EXECUTIVE RETURN - BG2448ERR -24X48X30	n/a	EA	2,425.50 USD	2 EA	4,851.00 USD
14 of 26	TASK CHAIR BLACK - TASK CHAIR	n/a	EA	300.00 USD	2 EA	600.00 USD

15 of 26	OFFICES 122 AND 123GUEST CHAIRBLACK GUEST CHAIRS	n/a	EA	300.00 USD	8 EA	2,400.00 USD
16 of 26	2Dr File2Dr Lateral File - WOOD 24"D x 36"W x 29" HIGH	n/a	EA	988.18 USD	2 EA	1,976.36 USD
17 of 26	BookcaseBOOKCAES 36" wide x 15" deep x 66" high	n/a	EA	550.00 USD	4 EA	2,200.00 USD
18 of 26	TASK CHAIRBLACK - TASK CHAIR	n/a	EA	300.00 USD	2 EA	600.00 USD
19 of 26	L - Shape DeskL shaped Desk Laminate (1) RIGHT RETURN AND(1) LEFT RETURN	n/a	EA	1,600.00 USD	2 EA	3,200.00 USD
20 of 26	ROOM 118, 119 AND 120Guest ChairsBLACK GUEST CHAIRS	n/a	EA	300.00 USD	6 EA	1,800.00 USD
21 of 26	2Dr File2Dr Lateral File - laminate 24"D x 36"W x 29" HIGH	n/a	EA	400.00 USD	3 EA	1,200.00 USD
22 of 26	BookcaseLaminate BOOKCAES 36" wide x 15" deep x 66" high	n/a	EA	500.00 USD	2 EA	1,000.00 USD
23 of 26	TASK CHAIRBLACK - TASK CHAIR	n/a	EA	300.00 USD	3 EA	900.00 USD
24 of 26	Desk Double Ped Desk 30x72 desk only	n/a	EA	975.00 USD	2 EA	1,950.00 USD
25 of 26	D&IRECEIVE DELIVER AND INSTALL	n/a	EA	4,955.00 USD	1 EA	4,955.00 USD
26 of 26	L- SHAPE DESKL shaped Desk Laminate (1) RIGHT RETURN AND (1) LEFT RETURN(1) RIGHT PED - BG3072RD 30X72X30 DESK(1) LEFT RETURN BG2448ELR -24X48X30	n/a	EA	1,600.00 USD	1 EA	1,600.00 USD
Total						51,210.58 USD

Billing Information

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

Billing Address

Prairie View A&M University-
Accounts Payable
Do Not Mail Invoices
Email invoices to Payables@pvamu.edu

1/3/2020

Fax

inquire about electronic invoicing via cXML, CSV or PO flip through the supplier portal, e-mail abvendorhelp@tamu.edu.
Invoice must include the PO/Reference number shown above.

P.O. Box 519
MS 1311
Prairie View, TX 77446-0519
United States