



Purchase Order		
Purchase Order Date	PO/Reference No.	Revision No.
Feb 28, 2020	AB0524246	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:	Mary Daniels	
Email:	MJDANIELS@PVAMU.EDU	
Phone:	+1 936-261-9961	

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.

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:	Demitris Cambric
Fax	+1 832-383-1430	Provost/VP Academic Affairs	
FOB / FREIGHT	Destination	c/o Central Receiving Warehouse	
Pre-Pay & Add	No	Room	212
Payment Terms	0, Net 30	1178 Reda Bland Evans St	
Contract Number - Header	Buyboard Contract 584-19	MS 1023	
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

PO Clauses

Header	001	No Collect Freight Charges Accepted	Neither COD nor "Collect" freight or handling charges will be accepted.
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Line No.	Product Description	Catalog No.	Size / Packaging	Unit Price	Quantity	Ext. Price
1 of 2	Invoice # JS2015225 - Work Stations - New - 6'x7' work stations per design typical for 85" high panel station (WR Banks Suite 302A)	NA	EA	5,689.44 USD	4 EA	22,757.76 USD
2 of 2	KJUV72/JR69 - cost includes (4) ergonomic task chairs	KJUV72/JR69	UL	0.00 USD	4 UL	0.00 USD

Total

22,757.76 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 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.

Billing Address

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