

Revised Purchase Order**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.	Revision Date
Jan 31, 2024	AB0885265	9	Oct 14, 2025
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	
alr - Rutherford, Alisha	alrutherford@pvamu.edu	936.261.1943	
Customer Contact:			
Name:	Olivia Lee		
Email:	OLLEE@PVAMU.EDU		
Phone:	+1 936-261-2153		

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	COMMUNITY COUNSELLING SERVICE CO LLC	Delivery Address	
Address	527 MADISON AVE 5TH FL NEW YORK, New York 10022 United States	TAMUS Member:	05-Prairie View A&M University (05)
Phone	+1 212-695-1175	Attn:	Olivia Lee
FOB / FREIGHT	Destination	VP Business Affairs	
Pre-Pay & Add	No	c/o Central Receiving Warehouse	
Payment Terms	0, Net 30	Room	116
Contract Number - Header	<i>no value</i>	1178 Reda Bland Evans St	
Contract Number - Line	<i>no value</i>	MS 1300	
Quote number		Prairie View, TX 77446	
		United States	
Delivery Information		Delivery Information	
Attachments for supplier		Required Delivery Date	
Contract_Extensio...		Ship Via	Best Carrier-Best Way

Notes to Supplier**Shipping Instructions**

Attachments for supplier

Contract_Extensio...

PO Clauses

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

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	Prairie View A&M University- Accounts Payable ***Do Not Mail Invoices***

inquire about electronic invoicing via cXML, CSV or PO flip through the supplier portal, e-mail vendorhelp@tamu.edu.

Invoice must include the PO/Reference number shown above.

Email invoices to Payables@pvamu.edu

P.O. Box 519

MS 1311

Prairie View, TX 77446-0519

United States