



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.
Apr 9, 2024	AB0906844	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
ANR - Ramirez, Anthony	anramirez@pvamu.edu	936-261-1933
Customer Contact:		
Name:	Demetria Howard	
Email:	DJHOWARD@PVAMU.EDU	
Phone:	+1 936-261-3181	

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	METOYER-ROY PRINTING LTD	Delivery Address	
Address	2400 CENTRAL PARKWAY STE D HOUSTON, Texas 77092 United States	TAMUS Member:	05-Prairie View A&M University (05)
Phone	+1 713-338-2159	Attn:	Demetria Howard
FOB / FREIGHT	Destination	Drew Complex	
Pre-Pay & Add	No	c/o Central Receiving Warehouse	
Payment Terms	0, Net 30	Room	120
Contract Number - Header	<i>no value</i>	1178 Reda Bland Evans St	
Contract Number - Line	<i>no value</i>	MS 1001	
Quote number		Prairie View, TX 77446	
		United States	
		Delivery Information	
		Required Delivery Date	
		Ship Via	Best Carrier-Best Way

Notes to Supplier

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 7	Toni Morrison Society Bench Programs	N/A	LO	2,170.00 USD	1 LO	2,170.00 USD

2 of 7	Retirees Luncheon Programs	N/A	LO	980.00 USD	1 LO	980.00 USD
3 of 7	President's Lecture Series Programs	N/A	LO	1,005.00 USD	1 LO	1,005.00 USD
4 of 7	Legacy Luncheon Programs	N/A	LO	1,265.00 USD	1 LO	1,265.00 USD
5 of 7	Investiture Ceremony Programs	N/A	LO	34,446.00 USD	1 LO	34,446.00 USD
6 of 7	Reprint of the Investiture Ceremony Programs	N/A	LO	11,240.00 USD	1 LO	11,240.00 USD
7 of 7	Scholarship Gala Program Programs	N/A	LO	3,658.00 USD	1 LO	3,658.00 USD
Total						54,764.00 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 vendorhelp@tam.u.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