

**STATE OF TEXAS
PURCHASE ORDER**

1. Agency Name & No. TEXAS STATE LIBRARY & ARCHIVES COMMISSION 306 Tax Exempt agency of the Texas State Government	4. Purchase Order No. 306-16-8122	12. HUB: N/A	13. Order Type: Service
	5. PCC H	14. Vendor Identification No: ██████████	
2. Agency Billing Address **ACCOUNTING DEPARTMENT** Texas State Library & Archives Commission PO Box 12516 Austin, TX 78711-2516 Email invoices to: AP@tsl.texas.gov Phone: (512) 463-5473; Fax: (512) 475-0185	6. Current Document No.	15. Vendor Address: CITIBank National Contract Management Association (NCMA) 21740 Beaumeade Circle, Suite 125 Ashburn, VA 20147	
	7. Document (order) amt \$910.00	16. Vendor Contact Info: Phone: (800) 344-8096 Fax: (703) 448-0939 Email: learningcenter@ncmahq.org	
	8. REF DOC	9. Service Period or Expected Delivery Date: 9/18/2015	
3. Destination of goods or service FOB Destination Receiving Dock, Room G-007 Texas State Library & Archives Commission 1201 Brazos Street Austin, TX 78701	10. Agency Contact: Pam Rodriguez Email: prodriguez@tsl.texas.gov		Phone: (512) 463-3037 Fax: (512) 475-3393
	11. TSLAC Project Contact: Email:		Phone:

17. Description

PROCUREMENT CARD PURCHASE

Registration for the following staff to attend NCMA e-Courses, which are self paced. Please see details listed below.

Registration has been completed online for each registrant.

Course access information will be sent to you within 1-2 business days after the purchase date. If you have any questions, please contact learningcenter@ncmahq.org.

18. SFX	INDEX	AY	COBJ	AOBJ	AMOUNT	INVOICE NO.
001	17111	16	7203	7051	\$140.00	

19. Line No	20. Goods & Service	21. NIGP Code	22. Qty	23. Units	24. Unit Price	25. Extended Amt
1.	Non-Member Registration for Stacey Malek for the following e-Courses: ECRS: Competitive and Collaborative Negotiations	924-25	1	Each	\$70.00	\$70.00
2.	ERCS: Contract Administration Order # SC-711031-9WH5A	924-25	1	Each	\$70.00	\$70.00

18. SFX	INDEX	AY	COBJ	AOBJ	AMOUNT	INVOICE NO.
002	17112	16	7203	7104	\$140.00	

19. Line No	20. Goods & Service	21. NIGP Code	22. Qty	23. Units	24. Unit Price	25. Extended Amt
3.	Non-Member Registration: Russlene Waukechon for the following e-Courses: ERCS: Competitive and Collaborative Negotiations	924-25	1	Each	\$70.00	\$70.00
4.	ERCS: Contract Administration Order #: SC-711032-ERDGC	924-25	1	Each	\$70.00	\$70.00

Grant Number: LS-00-15-0044-15 – FFY 2015 | CFDA: 45.310 – Grants to States | Institute of Museum and Library Services

18. SFX	INDEX	AY	COBJ	AOBJ	AMOUNT	INVOICE NO.
003	17152	16	7203	7101	\$70.00	

19. Line No	20. Goods & Service	21. NIGP Code	22. Qty	23. Units	24. Unit Price	25. Extended Amt
5.	Non-Member Registration for Sara Hayes for the following e-Course: ERCS: Contract Administration Order #: SC-711035-RNUY0	924-25	1	Each	\$70.00	\$70.00

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004	17931	16	7203	7103	\$140.00	

19. Line No	20. Goods & Service	21. NIGP Code	22. Qty	23. Units	24. Unit Price	25. Extended Amt
6.	Non-Member Registration for Len Bryan for the following e-Courses: ERCS: Competitive and Collaborative Negotiations	924-25	1	Each	\$70.00	\$70.00
7.	ERCS: Contract Administration Order #: SC-711033-IY3PY	924-25	1	Each	\$70.00	\$70.00

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9.	ERCS: Contract Administration Order #: SC-711036-1GHUE	924-25	1	Each	\$70.00	\$70.00

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18. SFX	INDEX	AY	COBJ	AOBJ	AMOUNT	INVOICE NO.
006	24312	16	7203	7222	\$280.00	

19. Line No	20. Goods & Service	21. NIGP Code	22. Qty	23. Units	24. Unit Price	25. Extended Amt
10.	Non-Member Registration for Christine McNew for the following e-Courses: ERCS: Competitive and Collaborative Negotiations	924-25	1	Each	\$70.00	\$70.00
11.	ERCS: Contract Administration Order #: SC-711034-OPG8F	924-25	1	Each	\$70.00	\$70.00
12.	Non-Member Registration for Thea Blair for the following e-Courses: ERCS: Competitive and Collaborative Negotiations	924-25	1	Each	\$70.00	\$70.00
13.	ERCS: Contract Administration Order #: SC-711037-PNDWT	924-25	1	Each	\$70.00	\$70.00

Grant Number: LS-00-15-0044-15 – FFY 2015 | CFDA: 45.310 – Grants to States | Institute of Museum and Library Services

INTERNAL PO ONLY

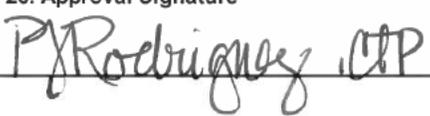
Grand Total \$910.00

26. Legal Cites: State Employees Training Act, Texas Government Code, Annotated, Sec. 656.041 - 656-049 (Vernon 1994)

27. Division Tracking Number: LDN 16-064

Per Texas Tax Code 151.309, the Texas State Library and Archives Commission is a tax-exempt agency.
If you need further proof of this, please contact the Agency Contact in box #10.

Confirmation of receipt is required, please sign box #29 and return signed PO via email: purchasing@tsl.texas.gov or fax: (512) 475-3393.

28. Approval Signature	Date	29. Vendor Signature	Date
	9/18/2015		



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Invoice	Product	Price Per Unit	Quantity	Discount	Taxes	Charges
INV-293519-N3D9J3	ECRS: Competitive and Collaborative Negotiations	\$70.00	1.00	\$0.00	\$0.00	\$70.00
INV-293519-N3D9J3	ECRS: Contract Administration	\$70.00	1.00	\$0.00	\$0.00	\$70.00
						Total Charges: \$140.00 Sales Tax: \$0.00
						Order Total: \$140.00 Gift Card: \$0.00
						Payment: \$140.00
						Balance Due \$0.00

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Date of Purchase: 9/18/2015 Order #: SC-711036-1GHUE Payment: Credit Card **** 2917 Gift Card: - Bill To: Erica McCormick PO #:	Bill To Address Rebecca Cannon PO Box 12516 Austin, TX 78711 US	Ship To Address Erica McCormick
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Invoice	Product	Price Per Unit	Quantity	Discount	Taxes	Charges
INV-293518-D4D5W5	ECRS: Competitive and Collaborative Negotiations	\$70.00	1.00	\$0.00	\$0.00	\$70.00
INV-293518-D4D5W5	ECRS: Contract Administration	\$70.00	1.00	\$0.00	\$0.00	\$70.00
						Total Charges: \$140.00 Sales Tax: \$0.00
						Order Total: \$140.00 Gift Card: \$0.00
						Payment: \$140.00
						Balance Due \$0.00

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Date of Purchase: 9/18/2015 Order #: SC-711035-RNUY0 Payment: Credit Card **** 2917 Gift Card: - Bill To: Sara Hayes PO #:	Bill To Address Rebecca Cannon PO Box 12516 Austin, TX 78711 US	Ship To Address Sara Hayes
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Invoice	Product	Price Per Unit	Quantity	Discount	Taxes	Charges
INV-293517-K4C7V4	ECRS: Contract Administration	\$70.00	1.00	\$0.00	\$0.00	\$70.00
						Total Charges: \$70.00 Sales Tax: \$0.00
						Order Total: \$70.00 Gift Card: \$0.00
						Payment: \$70.00
						Balance Due \$0.00

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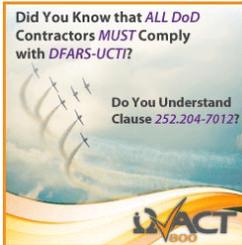
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Date of Purchase: 9/18/2015 Order #: SC-711034-OPG8F Payment: Credit Card **** 2917 Gift Card: - Bill To: Christine McNew PO #:	Bill To Address Rebecca Cannon PO Box 12516 Austin, TX 78711 US	Ship To Address Christine McNew
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Invoice	Product	Price Per Unit	Quantity	Discount	Taxes	Charges
INV-293516-V6P1J7	ECRS: Competitive and Collaborative Negotiations	\$70.00	1.00	\$0.00	\$0.00	\$70.00
INV-293516-V6P1J7	ECRS: Contract Administration	\$70.00	1.00	\$0.00	\$0.00	\$70.00
						Total Charges: \$140.00 Sales Tax: \$0.00
						Order Total: \$140.00 Gift Card: \$0.00
						Payment: \$140.00
						Balance Due \$0.00



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Date of Purchase: 9/18/2015 Order #: SC-711033-IY3PY Payment: Credit Card **** 2917 Gift Card: - Bill To: Len Bryan PO #:	Bill To Address Rebecca Cannon PO Box 12516 Austin, TX 78711 US	Ship To Address Len Bryan
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Invoice	Product	Price Per Unit	Quantity	Discount	Taxes	Charges
INV-293515-W4W6L3	ECRS: Competitive and Collaborative Negotiations	\$70.00	1.00	\$0.00	\$0.00	\$70.00
INV-293515-W4W6L3	ECRS: Contract Administration	\$70.00	1.00	\$0.00	\$0.00	\$70.00
						Total Charges: \$140.00 Sales Tax: \$0.00
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						Balance Due \$0.00

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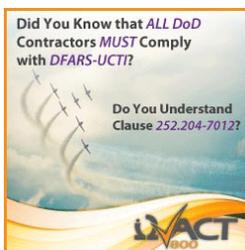
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Date of Purchase: 9/18/2015 Order #: SC-711032-ERDGC Payment: Credit Card **** 2917 Gift Card: - Bill To: Russlene Waukechon PO #:	Bill To Address Rebecca Cannon PO Box 12516 Austin, TX 78711 US	Ship To Address Russlene Waukechon
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Invoice	Product	Price Per Unit	Quantity	Discount	Taxes	Charges
INV-293512-T8T5K0	ECRS: Competitive and Collaborative Negotiations	\$70.00	1.00	\$0.00	\$0.00	\$70.00
INV-293512-T8T5K0	ECRS: Contract Administration	\$70.00	1.00	\$0.00	\$0.00	\$70.00
						Total Charges: \$140.00 Sales Tax: \$0.00
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Invoice	Product	Price Per Unit	Quantity	Discount	Taxes	Charges
INV-293511-Q2W1D3	ECRS: Competitive and Collaborative Negotiations	\$70.00	1.00	\$0.00	\$0.00	\$70.00
INV-293511-Q2W1D3	ECRS: Contract Administration	\$70.00	1.00	\$0.00	\$0.00	\$70.00
						Total Charges: \$140.00 Sales Tax: \$0.00
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STATE OF TEXAS PURCHASE ORDER

9/29/2015 Amending PO to correct AOBJ for SFX 006 & include SFX 007

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28. Approval Signature 	Date 9/29/15	29. Vendor Signature	Date
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