

**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. 306-16-8188	12. HUB: WO/F	13. Order Type: Spot
	5. PCC E	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: CSG/Computer Support Group PO Box 2387 Pflugerville, TX 78691	
	7. Document (order) amt \$3,223.40	16. Vendor Contact Info: Steve DeRosa Phone: (512) 833-6688 Fax: (512) 833-7344 Email: sales@csgsupplies.com	
3. Destination of goods or service FOB Destination Receiving Dock, Room G-007 Texas State Library & Archives Commission 1201 Brazos Street Austin, TX 78701	8. REF DOC	9. Service Period or Expected Delivery Date: 11/12/2015	
	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

Workstations for TSLAC staff.

FOR TSLAC: Workstations will be assigned to specific staff. Please see attached for placement. Thank you!

TSLAC Terms & Conditions and Invoicing Instructions are attached.

Vendor is not to exceed the total amount listed on the PO without prior approval and amendment to this PO by the TSLAC Purchasing Department.

18. SFX	INDEX	AY	COBJ	AOBJ	AMOUNT	INVOICE NO.
001	09111	16	7334	7399	\$355.45	

19. Line No	20. Goods & Service	21. NIGP Code	22. Qty	23. Units	24. Unit Price	25. Extended Amt
1.	WorkFit-T, Sit-Stand Desktop Workstation (BLACK) Item # 33-397-085	425-18	1	Each	\$355.45	\$355.45

18. SFX	INDEX	AY	COBJ	AOBJ	AMOUNT	INVOICE NO.
002	09351	16	7334	7399	\$355.45	

19. Line No	20. Goods & Service	21. NIGP Code	22. Qty	23. Units	24. Unit Price	25. Extended Amt
2.	WorkFit-T, Sit-Stand Desktop Workstation (BLACK) Item # 33-397-085	425-18	1	Each	\$355.45	\$355.45

18. SFX	INDEX	AY	COBJ	AOBJ	AMOUNT	INVOICE NO.
003	09401	16	7334	7399	\$355.45	

19. Line No	20. Goods & Service	21. NIGP Code	22. Qty	23. Units	24. Unit Price	25. Extended Amt
3.	WorkFit-T, Sit-Stand Desktop Workstation (BLACK) Item # 33-397-085	425-18	1	Each	\$355.45	\$355.45

18. SFX	INDEX	AY	COBJ	AOBJ	AMOUNT	INVOICE NO.
004	17111	16	7334	7051	\$379.80	

19. Line No	20. Goods & Service	21. NIGP Code	22. Qty	23. Units	24. Unit Price	25. Extended Amt
4.	WorkFit-T, Sit-Stand Desktop Workstation (WHITE) Item # 33-397-062	425-18	1	Each	\$379.80	\$379.80

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18. SFX	INDEX	AY	COBJ	AOBJ	AMOUNT	INVOICE NO.
005	66111	16	7334	7699	\$1,777.25	

19. Line No	20. Goods & Service	21. NIGP Code	22. Qty	23. Units	24. Unit Price	25. Extended Amt
5.	WorkFit-T, Sit-Stand Desktop Workstation (BLACK) Item # 33-397-085	425-18	5	Each	\$355.45	\$1,777.25

Grand Total \$3,223.40

26. Legal Cites: TPASS Delegated Purchases as defined by TAC Title 34, Part 1, Chapter 20, Subchapter C, Rule §20.41

27. Division Tracking Number: ADM 16-055, LDN-16-067

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
<i>P. Rodriguez, CTP</i>	10/30/2015		

Important: **CANCELLATIONS & RETURNS ARE SUBJECT TO 30% RESTOCKING FEE**

CSG/Computer Support Group [REDACTED] **CERTIFIED HUB Business**

[P.O BOX 2387 PFLUGERVILLE, TX 78691 \(512\) 833-6688](mailto:AP@tsl.texas.gov)

Customer PO# **306-16-8188**

GENERAL INFORMATION:

Today's Date **10/29/2015**

BILL TO:

SHIP TO:

Company: Texas State Library & Archives Commission
 Attention: Accounting
 Address: PO Box 12516
 City: Austin
 State: TX Zip Code: 78711
 Phone: (512) 463-6626
 Fax: (512) 475-0185
 Email: AP@tsl.texas.gov

Company: Texas State Library & Archives Commission
 Attention: Pam Rodriguez
 Address: 1201 Brazos Street, Receiving Dock, Room G-007
 City: Austin
 State: TX Zip Code: 78701
 Phone: (512) 463-3037
 Fax: (512) 475-3393
 Email: purchasing@tsl.texas.gov

CREDIT CARD INFORMATION:

Please invoice and include PO number on invoice. Thank you!

Please check appropriate box: Mastercard: Visa: American Express:
 Cardholder's Name: _____ Card #: _____ Date & CVV2 #: _____

*If you prefer not to include your Card#, please note "customer will phone" in the Card# field and contact the Order Entry Department.

PRODUCT INFORMATION:

QTY.	MODEL		FABRIC			SPECIAL OPTIONS		DISCOUNT %	LINE ITEM TOTAL
	NUMBER	LIST \$	GRADE	PATTERN	COLOR	OPTION	Your Price		
8	33-397-085					Workfit T Black	\$ 355.45		\$2,843.60
1	33-397-062					Workfit T White	\$ 379.80		\$379.80
SUBTOTAL									3,223.40
Freight									\$ -
GRAND TOTAL									3,223.40

