# STATE OF TEXAS
# PURCHASE ORDER

| | | | |
|---|---|---|---|
| **1. Agency Name & No.**<br>**TEXAS STATE LIBRARY & ARCHIVES COMMISSION** 306<br>Tax Exempt agency of the Texas State Government | **4. Purchase Order No.**<br>306-16-8281 | **12. HUB:**<br>N/A | **13. Order Type:**<br>Service |
| | **5. PCC** | **14. Vendor Identification No:** [redacted] | |
| **2. Agency Billing Address**<br>**ACCOUNTING DEPARTMENT**<br>Texas State Library & Archives Commission<br>PO Box 12516<br>Austin, TX 78711-2516<br>Email invoices to: AP@tsl.texas.gov<br>Phone: (512) 463-5473; Fax: (512) 475-0185 | **6. Current Document No.**<br>DT-9<br>**7. Document (order) amt**<br>$2,652.20<br>**8. REF DOC** | **15. Vendor Address:**<br>UT Printing Services - Document Solutions<br>PO Box 7727<br>Austin, TX 787137727 | |
| *VENDOR MUST REFERENCE PURCHASE ORDER NUMBER ON ALL INVOICES OR INVOICE WILL BE RETURNED TO VENDOR. THIS PURCHASE HAS BEEN DETERMINED TO BE THE "BEST VALUE." | **9. Service Period or Expected Delivery Date:**<br>1/29/2016 | **16. Vendor Contact Info:**<br>Juliana Gutierrez<br>**Phone:** (512) 471-5464 **Fax:** (512) 471-1876<br>**Email:** julianag@austin.utexas.edu | |
| **3. Destination of goods or service**<br>FOB Destination<br>Receiving Dock, Room G-007<br>Texas State Library & Archives Commission<br>1201 Brazos Street<br>Austin, TX 78701 | **10. Agency Contact:** Pam Rodriguez<br>**Email:** prodriguez@tsl.texas.gov | **Phone:** (512) 463-3037<br>**Fax:** (512) 475-3393 | |
| | **11. TSLAC Project Contact:** Diana Rivera<br>**Email:** drivera@tsl.texas.gov | **Phone:** (512) 463-2582 | |

**17. Description**

*Printing services for the Winter TBP Quarterly Newsletter. Job needs to be completed by January 29, 2016.*

*Print specifications were submitted via the CCG Portal Request #0056410115. Estimate # 23665 is attached.*

*Vendor is not to exceed the total amount listed on the PO without prior approval and amendment tothis PO by the TSLAC Purchasing Department. TSLAC/LSTA Terms & Conditions and Invoicing Instructions are attached.*

*Please note that mailing list will be emailed by the TSLAC Project Contact once the PO has been fully executed.*

| 18. SFX | INDEX | AY | COBJ | AOBJ | AMOUNT | INVOICE NO. |
|---|---|---|---|---|---|---|
| 001 | 43142 | 16 | 7218 | 7403 | $2,652.20 | |

| 19. Line No | 20. Goods & Service | 21. NIGP Code | 22. Qty | 23. Units | 24. Unit Price | 25. Extended Amt |
|---|---|---|---|---|---|---|
| 1. | Services to print 13,500 Quarterly newsletters for TBP | 966-57 | 1 | Lot(s) | $2,652.20 | $2,652.20 |

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

**Grand Total** $2,652.20

**26. Legal Cites:** Texas Government Code, Title 7, Chapter 771 - The Interagency Cooperation Act

**27. Division Tracking Number:** TBP 16-82

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 |
|---|---|---|---|
| P Rodriguez CTP | 1/26/2016 | | |