

**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. 306-16-8289	12. HUB: N/A	13. Order Type: Service
	5. PCC H	14. Vendor Identification No: [REDACTED]	
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 Microsoft Corporation One Microsoft Way Redmond, WA 980528300	
	7. Document (order) amt \$1,800.00	16. Vendor Contact Info: Phone: _____ Fax: _____ Email: www.microsoft365.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: 1/26/2016 - 1/26/2017	
	10. Agency Contact: Pam Rodriguez Email: prodriquez@tsl.texas.gov		Phone: (512) 463-3037 Fax: (512) 475-3393
	11. TSLAC Project Contact: Michael Ford Email: _____		Phone: (512) 463-6839

17. Description

PROCUREMENT CARD PURCHASE

Monthly subscription of six (6) Microsoft CRM Licenses for the Grants Management System (Contract # 306-15-8787). Software is a component of the system.

DIR has approved of this purchase. For questions about this, please contact Terese Shade at E: terese.shade@dir.texas.gov; O: (512) 463-4110; C: (559) 731-3922

Tax has been included with this purchase. We are working on having the tax removed and updating our tax exemption status with Microsoft to avoid further charges of taxes.

18. SFX	INDEX	AY	COBJ	AOBJ	AMOUNT	INVOICE NO.
001	17111	16	7380	7051	\$1,800.00	

19. Line No	20. Goods & Service	21. NIGP Code	22. Qty	23. Units	24. Unit Price	25. Extended Amt
1.	Six (6) Microsoft Dymanic CRM Online Professional Faculty Licenses for the GMS Project	208-80	12	Month(s)	\$150.00	\$1,800.00

INTERNAL PO ONLY

Grand Total \$1,800.00

26. Legal Cites:

27. Division Tracking Number: LDN 16-117

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 1/26/2016	29. Vendor Signature	Date
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**STATE OF TEXAS
PURCHASE ORDER**

2/11/2016 A Non-production Instance was added to the license on 02/04/2015 by M. Ford; Item 2 will be billed monthly @ \$110.00. Tax exemption status has been updated. Sales tax refund amount of \$15.05 is included for the taxes charged on both purchases.

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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		5. PCC H	14. Vendor Identification No: [REDACTED]	
		6. Current Document No.	15. Vendor Address: CITIBank Microsoft Corporation One Microsoft Way Redmond, WA 980528300	
*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."		7. Document (order) amt \$3,120.00	16. Vendor Contact Info: Phone: Fax: Email: www.microsoft365.com	
		8. REF DOC		
3. Destination of goods or service FOB Destination Receiving Dock, Room G-007 Texas State Library & Archives Commission 1201 Brazos Street Austin, TX 78701		9. Service Period or Expected Delivery Date: 1/26/2016 - 1/26/2017	10. Agency Contact: Pam Rodriguez Email: prodriguez@tsl.texas.gov Phone: (512) 463-3037 Fax: (512) 475-3393	
		11. TSLAC Project Contact: Michael Ford Email:	Phone: (512) 463-6839	

17. Description

PROCUREMENT CARD PURCHASE

Monthly subscription of six (6) Microsoft CRM Licenses for the Grants Management System (Contract # 306-15-8757). Software is a component of the system.

DIR has approved of this purchase. For questions about this, please contact Terese Shade at E: terese.shade@dir.texas.gov; O: (512) 463-4110; C: (559) 731-3922

Tax has been included with this purchase. We are working on having the tax removed and updating our tax exemption status with Microsoft to avoid further charges of taxes.

On 02/08/2016, Purchasing received written confirmation of updated tax exemption status with Microsoft, total refund of taxes amounts to \$15.05 for both license purchases. Please see attached.

Order confirmation - 5f220804-9d5c-4a18-81e4-78fe20dccb54

18. SFX	INDEX	AY	COBJ	AOBJ	AMOUNT	INVOICE NO.
001	17111	16	7380	7051	\$3,120.00	

19. Line No	20. Goods & Service	21. NIGP Code	22. Qty	23. Units	24. Unit Price	25. Extended Amt
1.	Six (6) Microsoft Dymanic CRM Online Professional Faculty Licenses for the GMS Project	208-80	12	Month(s)	\$150.00	\$1,800.00
2.	One (1) Microsoft Dymanic CRM Non-production instance	208-80	12	Month(s)	\$110.00	\$1,320.00

INTERNAL PO ONLY

Grand Total \$3,120.00

26. Legal Cites:

27. Division Tracking Number: LDN 16-117

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28. Approval Signature 	Date 2-11-16	29. Vendor Signature	Date
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