

**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. 306-16-8408	12. HUB: WO/F	13. Order Type: Spot
	5. PCC E	14. Vendor Identification No: XXXXXXXXXX	
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 \$875.80	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 Hours: 7:30 AM - 4:00 PM Receiving Dock, Room G-007 Texas State Library & Archives Commission 1201 Brazos Street Austin, TX 78701	8. REF DOC	10. Agency Contact: Liz Kaska Phone: (512) 463-7989 Email: lkaska@tsl.texas.gov Fax: 5124753393	
	9. Service Period or Expected Delivery Date:	11. TSLAC Project Contact: Phone:	
	11. TSLAC Project Contact: Email:		

17. Description

33-397-062 White Ergotron WorkFit Workstation, Qty 2

Terms & Conditions and invoicing instructions are attached (last page). Vendor is not to exceed the total amount listed on the Purchase Order without prior approval and amendment to this Purchase Order by the TSLAC Purchasing Department.

Vendor cancellations & returns are subject to 30% restocking fee.

Internal Note: Workstations for Rose and Cubicle # 415.08

18. SFX	INDEX	AY	COBJ	AOBJ	AMOUNT	INVOICE NO.
001	17111	16	7334	7051	\$875.80	

19. Line No	20. Goods & Service	21. NIGP Code	22. Qty	23. Units	24. Unit Price	25. Extended Amt
1.	Ergotron WorkFit-T Workstation, Color: White 33-397-062	425-18	2	Each	\$397.40	\$794.80
2.	shipping	962-86	1	Each	\$81.00	\$81.00

INVOICE TO FOLLOW

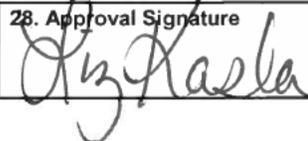
Grand Total \$875.80

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: LDN 16-130

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 3-16-16	29. Vendor Signature	Date
---------------------------------------------------------------------------------------------------------------------	------------------------	-----------------------------	-------------