

**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. 306-16-8581	12. HUB: N/A	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: Spiral Binding Company, Inc 9200 Waterford Centre Blvd., Suite 550 Austin, TX 787587526	
	7. Document (order) amt \$109.98	16. Vendor Contact Info: Eduardo Parra Phone: (800) 613-3572 Fax: (512) 832-7982 Email: customerservice@spiralbinding.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: 6/8/2016	11. TSLAC Project Contact: Phone:	
	10. Agency Contact: Liz Kaska Phone: (512) 463-7989 Email: lkaska@tsl.texas.gov Fax: 5124753393	11. TSLAC Project Contact: Phone:	
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17. Description

Replacement part for the 5551-06 EP Hydraulic Cutter

TSLAC terms and conditions with 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.

Internal: For Jasper Winters

18. SFX	INDEX	AY	COBJ	AOBJ	AMOUNT	INVOICE NO.
001	09351	16	7334	7399	\$109.98	

19. Line No	20. Goods & Service	21. NIGP Code	22. Qty	23. Units	24. Unit Price	25. Extended Amt
1.	Potentiometer for MBM551-06 Cutter Part # 32443068	936-60	1	Each	\$94.14	\$94.14
2.	Shipping - UPS Ground	962-86	1	Each	\$15.84	\$15.84

INVOICE TO FOLLOW

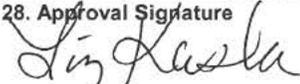
Grand Total \$109.98

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 16-150

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 6-1-16	29. Vendor Signature	Date
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