

**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. 306-16-8711	12. HUB: BL/M	13. Order Type: Catalog
	5. PGC	14. Vendor Identification No: 17605333925-002	
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: Summus Industries, Inc. 77 Sugar Creek Center Blvd., Suite 420 Sugar Land, TX 774783580	
	7. Document (order) amt \$647.56	16. Vendor Contact Info: Phone: (281) 640-1764 Fax: (281) 640-1766 Email: bids@summusindustries.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	9. Service Period or Expected Delivery Date: 8/19/2016	
	10. Agency Contact: Liz Kaska Email: lkaska@tsl.texas.gov	Phone: (512) 463-7989 Fax: (512) 475-3393	
	11. TSLAC Project Contact:	Phone:	

17. Description

Contract #: DIR-SDD-2504
 Quote # 8515926 (Attached)

QTY: 4 - Adobe Acrobat Pro DC Licensing Subscription - 12 months - 1 User level 1 VIP

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. TSLAC terms and conditions with invoicing instructions are attached.

18. SFX	INDEX	AY	COBJ	AOBJ	AMOUNT	INVOICE NO.
001	09211	16	7380	7399	\$323.78	

19. Line No	20. Goods & Service	21. NIGP Code	22. Qty	23. Units	24. Unit Price	25. Extended Amt
1.	Adobe Acrobat Pro DC Licensing Subs. - 12 months, 1 User level 1 VIP 210-3275-V-80BC01A12	208.80	2	Each	\$161.89	\$323.78

18. SFX	INDEX	AY	COBJ	AOBJ	AMOUNT	INVOICE NO.
002	09791	16	7380	7399	\$323.78	

19. Line No	20. Goods & Service	21. NIGP Code	22. Qty	23. Units	24. Unit Price	25. Extended Amt
2.	Adobe Acrobat Pro DC Licensing Subs. - 12 months, 1 User level 1 VIP 210-3275-V-80BC01A12	208.80	2	Each	\$161.89	\$323.78

INVOICE TO FOLLOW

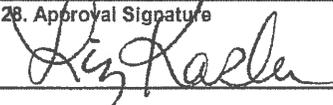
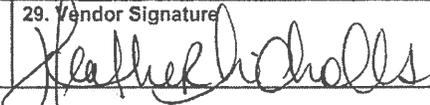
Grand Total \$647.56

26. Legal Cites:

27. Division Tracking Number: ADM 16-205

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 8-10-16	29. Vendor Signature 	Date 8/10/16
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Summus Industries

Summus Industries
77 Sugar Creek Center Blvd.
Suite 420
Sugar Land TX 77478
United States

Quote

Date	8/10/2016
Quote #	8515926
DIR Contract #	DIR-SDD-2504
Terms	Net 30
Vendor ID #	17605333925
Expires	8/31/2016
End User Email	purchasing@tsl.texas.gov

Item	Description	Quantity	Rate	Amount
Carahsoft - TSL	Adobe Acrobat Pro DC Licensing Subscription - 12 Months 1 User Level 1 VIP (VIP Enroll. ID Required) Adobe Systems Inc. - Part No. 210-3275-V-80BC01A12 VIP#FF7F10DF84FFAB5FCD0A Exp: 08/22/17	1	161.89	161.89

Subtotal	161.89
Shipping Cost (FedEx)	0.00
Total	\$161.89

**Texas State Library & Archives Commission
Purchase Requisition & Blanket/Non-PR Form**

Fiscal Year: 16

RECEIVED

AUG 08 2016

Purchase Requisition (PR) Blanket/Non-PR* Amendment*

*CFO Signature not required for blanket orders

PURCHASING

PO #: 306-16-8711
 Division Tracking #: ADM 16-205
 Previous PO #: 306-16-8613
 Requested Delivery Date: _____
If PR is a RUSH, must include requested delivery date.
 DUNS: _____

Vendor Name: Summus Industries
 Address: 77 Sugar Creek Center Blvd, Suite 420
 City, State, Zip: Sugar Land TX 77478
 Phone: 281-640-1765 Fax: 281-640-1766
 Contact Name: _____
 Email: bids@summusindustries.com
 Vendor ID #: 17605333925-002
 SAM Expiration Date: _____

Federal Funds Note: _____

Item Description	Commodity Code	Qty	Unit	Unit Price	Total Amount	Index	Agency Object	Comp Object
Adobe Acrobat Pro DC Licensing Subscription - 12 Months 1 User Level 1 VIP (VIP Enroll. ID Required) Adobe Systems Inc. - Part No. 210-3275-V- 80BC01A12 VIP#FF7F10DF84FFAB5FCD0 A Exp: 08/22/17 *VIP REGISTRATION REQUIRED BEFORE PURCHASING (FOR ACCOUNTING)	208-80	2	each	\$ 161.89	\$ 323.78	09791	7399	7380
Adobe Acrobat Pro DC Licensing Subscription - 12 Months 1 User Level 1 VIP (VIP Enroll. ID Required) Adobe Systems Inc. - Part No. 210-3275-V- 80BC01A12 VIP#FF7F10DF84FFAB5FCD0 A Exp: 08/22/17 *VIP REGISTRATION REQUIRED BEFORE PURCHASING (FOR ADMINISTRATIVE SERVICES)	208-80	2	each	\$ 161.89	\$ 323.78	09211	7399	7380

Grand Total: \$ 323.78 Include S & H (if applicable)

\$ 647.56 *adw*
ALA

Special Instructions: DIR-SDD-2504

For training or outreach events, include or attach justification statement, login info and/or registration form.

Division Proprietary Statement (to be filled out if service or commodity will not be competitively bid)

Anna Galvan

1. Requestor or Contract Manager Signature (always required)

6. Executive Signature (if required)

Date

Donna Osborne 8/8/16

Type name & phone number of Requestor or Contract Manager

7. Chief Fiscal Officer (always required)*

Date

Donna Warren 8/8/2016

2. Purchasing Liaison Signature (always required)

Date

8. Human Resources (for training only)

Date

Donna Osborne 8/8/16

Riz Kashi 8-10-16

3. Division Director Signature (always required)

Date

Ordered by

Date

4. If IT related, send PR to Accessibility Team

For Accessibility Team:

ADA Compliant: (circle one)

YES

NO

Estimated Delivery Date

8-19-16

5. Director or IRT (for IT & CCTS requests)

Date

Received by (signature)

Date

CONFLICT OF INTEREST: Per Section 2155.003 of the Texas Government Code, by signing this PR, I certify that I have no interest in, or in any manner am personally connected with, the contract or bid to be awarded under this Purchase Requisition (PR) for the purchase of furnishing, supplies, materials, services, and/or equipment by TSLAC. I further certify that neither I nor any member of my family (spouse or dependent child), have nor will accept or receive from any person, firm or corporation to whom a contract or bid may be awarded, directly or indirectly, by rebate, gift, or otherwise, any money or other thing of value whatsoever, nor shall I/we receive any promise, obligation, or contract for future reward or compensation from any party. I acknowledge that I may be dismissed if it is discovered that I/we have violated the aforementioned statute.

If no vendor is designated by requestor on this PR, the Purchasing staff will notify all signatories for ratification of the above certification to ensure compliance with the statute.

Vendor Change Approvals:

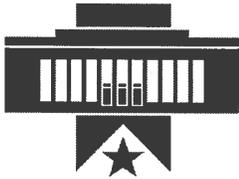
Purchasing Signature

Date

Please initial and date accordingly

- 1 _____
- 2 _____
- 3 _____
- 4 _____

- 5 _____
- 6 _____
- 7 _____
- 8 _____



IT Supplemental Form

This form is to provide IRT, Support Service and Purchasing with tracking information about the IT equipment or software being purchased. Please include a copy of this form with your Purchase Requisition (PR). If there is more than one piece of equipment or software being replaced or installed in your division, please use the (+) button to add a line for each piece of equipment or software license. Feel free to contact Purchasing if you have any questions. Thanks!

Building: DeZavala Building

PR Tracking #: ADM 16-205

		Current IT Equipment Info			New or Replacement IT Equipment Info		
Assigned to:		Rm#/Cube#:	*Inventory #	Equipment Description	Equipment Description	^Installation Rm#/Cube#:	Notes:
+	Accounting Temp	311/window seat			Upgrade Adobe Acrobat		
-							
+	Shannon Coleman	311/311.05			Upgrade Adobe Acrobat		
-							
Special Instructions:							

TSLAC Inventory Numbers will be assigned after the equipment has been received. Please update your divisions Property Inventory numbers after the equipment has been installed.

Quick Tips:

*Your TSLAC Property Inventory # is located on a TSLAC barcode label. For example, the Inventory number for a PC will have the following format: PCXXXX. If you cannot locate your Inventory #, please contact Support Services.

^This information will be used for installation of new equipment.



IT Supplemental Form

This form is to provide IRT, Support Service and Purchasing with tracking information about the IT equipment or software being purchased. Please include a copy of this form with your Purchase Requisition (PR). If there is more than one piece of equipment or software being replaced or installed in your division, please use the (+) button to add a line for each piece of equipment or software license. Feel free to contact Purchasing if you have any questions. Thanks!

Building: DeZavala Building

PR Tracking #: ADM 16-205

		Current IT Equipment Info			New or Replacement IT Equipment Info		
Assigned to:		Rm#/Cube#:	*Inventory #	Equipment Description	Equipment Description	^Installation Rm#/Cube#:	Notes:
+	Pam Rodriguez	309/309.04		Dell Optiplex 7010	Upgrade Adobe Acrobat		
-							
+	Liz Kaska	309-309.02		Dell Optiplex 7010	Upgrade Adobe Acrobat		
-							
Special Instructions:							

TSLAC Inventory Numbers will be assigned after the equipment has been received. Please update your divisions Property Inventory numbers after the equipment has been installed.

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