

# TEXAS A&M AGRILIFE EXTENSION SERVICE

08/11/2017

COLLEGE STATION, TX 77843-2147

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## PURCHASE ORDER

Buyer NDM

Include PO Number on all correspondence and packages
P770098

<b>VENDOR:</b>
*****3850 WILTON'S OFFICE WORKS LTD DBA OFFICE FURNITURE USA PO BOX 5040 BRYAN, TX 77805-5040

<b>MAIL INVOICE TO AGENCY BELOW:</b>
TX A&M AGRILIFE EXTENSION SRVC DEPT. OF AG. LEADERSHIP, EDUCATION & COMMUNICATIONS 252 AG. LIFE SCIENCE BLDG. ATTN: TANYA GUNNELS COLLEGE STATION TX 77843-2116
<b>SHIP TO:</b>
TX A&M AGRILIFE EXTENSION SRVC DEPT. OF AG. LEADERSHIP, EDUCATION & COMMUNICATIONS 128 AG. LIFE SCIENCE BLDG. ATTN: TANYA GUNNELS COLLEGE STATION TX 77843-2116

Item	Description	Quantity	UOM	Unit Price	Ext Price
	<p>USER REF: 172500-WILTONS</p> <p>TERMS AND CONDITIONS OF PURCHASE: VENDOR'S ACCEPTANCE OF THIS PURCHASE ORDER IS SUBJECT TO THE TERMS AND CONDITIONS CONTAINED WITHIN NATIONAL IPA CONTRACT NUMBER R142208, AS ALLOWED BY THE LAWS OF THE STATE OF TEXAS. SAID TERMS AND CONDITIONS ARE THE OFFICIAL TERMS AND CONDITIONS OF THIS PURCHASE. THESE SUPERSEDE ANY OTHER TERMS AND CONDITIONS ISSUED BY THE VENDOR.</p> <p>PUBLIC INFORMATION: (A) THE VENDOR ACKNOWLEDGES THAT THE AGENCY IS OBLIGATED TO STRICTLY COMPLY WITH THE PUBLIC INFORMATION ACT, CHAPTER 522, TEXAS GOVERNMENT CODE, IN RESPONDING TO ANY REQUEST FOR PUBLIC INFORMATION PERTAINING TO ANY RESULTING AGREEMENT, AS WELL AS ANY OTHER DISCLOSURE OF INFORMATION REQUIRED BY APPLICABLE TEXAS LAW. (B) UPON THE AGENCY'S WRITTEN REQUEST, THE VENDOR WILL PROVIDE SPECIFIED PUBLIC INFORMATION EXCHANGED OR CREATED UNDER ANY RESULTING AGREEMENT THAT IS NOT OTHERWISE EXCEPTED FROM DISCLOSURE UNDER CHAPTER 522, TEXAS GOVERNMENT CODE, TO THE AGENCY IN A NON-PROPRIETARY FORMAT ACCEPTABLE TO THE AGENCY. AS USED IN THIS PROVISION, "PUBLIC INFORMATION" HAS THE MEANING ASSIGNED IN SECTION 552.002, TEXAS GOVERNMENT CODE, BUT ONLY INCLUDES INFORMATION TO WHICH THE AGENCY HAS A RIGHT OF ACCESS. (C) THE VENDOR ACKNOWLEDGES THAT THE AGENCY IS REQUIRED TO POST A COPY OF ANY RESULTING FULLY EXECUTED AGREEMENT ON ITS INTERNET</p>				

**EMAILED**

FOB: DESTINATION FRT INCLUDED

Terms: N 30

Texas A&M AgriLife cannot accept collect freight shipments.

**TERMS AND CONDITIONS OF PURCHASE:**

Vendor's acceptance is subject to the Agency's terms and conditions, which are either attached hereto, may be faxed or emailed upon request, or are available at <http://agrilifeas.tamu.edu/library/pdf/purchasing/terms-conditions-purchase.pdf>.

The Agency is exempt from all Federal Excise Taxes.

STATE AND CITY SALES TAX EXEMPTION CERTIFICATE: The undersigned claims an exemption from taxes under Chapter 20, Title 122A, Revised Civil Statutes of Texas, for purchase of tangible personal property described in this numbered order, purchased from contractor and/or shipper listed above, as this property is being secured for the exclusive use of the Agency.

THIS ORDER IS NOT VALID UNLESS SIGNED BY THE PURCHASING AGENT.

*Nicole Malain*

PURCHASING AGENT FOR

TEXAS A&M AGRILIFE EXTENSION SERVICE

**TEXAS A&M AGRILIFE EXTENSION SERVICE  
PURCHASE ORDER**

ORDER DATE: 08/11/2017

BUYER: NDM

PO NUMBER: P770098

VENDOR: \*\*\*\*\*3850  
WILTON'S OFFICE WORKS LTD DBA

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	<p>WEBSITE IN COMPLIANCE WITH SECTION 2261.253(A)(1), TEXAS GOVERNMENT CODE.</p> <p>TERMS OF PAYMENT: NET 30 DAYS UPON SUCCESSFUL INSTALLATION AND ACCEPTANCE BY THE AGENCY OR RECEIPT OF CORRECT INVOICE, WHICHEVER IS LATER.</p> <p>INSURANCE: THE VENDOR IS REQUIRED TO CARRY INSURANCE NAMING THE BOARD OF REGENTS FOR AND ON BEHALF OF THE TEXAS A&amp;M UNIVERSITY SYSTEM, THE TEXAS A&amp;M UNIVERSITY SYSTEM, AND TEXAS A&amp;M AGRILIFE AS ADDITIONAL INSUREDS FOR THE DURATION OF THIS CONTRACT. RENEWED, REVISED, OR NEW CERTIFICATES OF INSURANCE SHALL BE SENT TO THE TEXAS A&amp;M AGRILIFE PURCHASING OFFICE VIA FAX TO 979-458-1217. NOT CARRYING THE REQUIRED INSURANCE COULD LEAD TO CANCELLATION OF THIS AGREEMENT BY THE AGENCY.</p> <p>WARRANTY: STANDARD HON WARRANTY</p> <p>DELIVERY: 7-8 WEEKS AFTER RECEIPT OF PURCHASE ORDER</p> <p>F.O.B. DESTINATION</p> <p>DELIVERY CONTACT: TANYA GUNNELS 979-845-7210 T-GUNNELS1@TAMU.EDU</p> <p>REFERENCE NATIONAL IPA CONTRACT # R142208 REFERENCE WILTON'S QUOTE # 12268</p> <p>=====</p> <p>ROOM 128B:</p>				
1	HON H10788L.NN 36 X 72 SINGLE PED DESK LEFT WITH BOX/BOX/FILE PEDESTAL	1	EA	693.000	693.00
2	HON H10770.NN 24 X 47 BRIDGE	1	EA	157.520	157.52
3	HON H1070R.NN 24 X 72 SINGLE PED CREDENZA RIGHT WITH FILE/FILE PEDESTAL	1	EA	567.160	567.16
	<p>=====</p> <p>ROOM 128C:</p>				
4	HON HLNL3672RPBB.BN.D.P.N.N.N: 36 X 72 BOW FRONT SINGLE PED DESK RIGHT WITH BOX/BOX/FILE PEDESTAL	1	EA	835.560	835.56
5	HON HNL2448BF.BN.P.N.N.: 24 X 48 BRIDGE	1	EA	178.200	178.20
6	HON HNL2472LP.BN.D.P.N.N.N: 24 X 72 SINGLE PED CREDENZA LEFT WITH FILE/FILE PEDESTAL	1	EA	578.600	578.60
	<p>=====</p> <p>ROOM 128D:</p>				

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Item	Description	Quantity	UOM	Unit Price	Ext Price
7	HON H10787R.NN: 36 X 72 SINGLE PED DESK RIGHT WITH BOX/BOX/FILE PEDESTAL	1	EA	693.000	693.00
8	HON H10770.NN 24 X 47 BRIDGE	1	EA	157.520	157.52
9	HON H10708L.NN: 24 X 72 SINGLE PED CREDENZA LEFT WITH FILE/FILE PEDESTAL	1	EA	567.160	567.16
=====					
ROOM 128E:					
10	HON H10787R.NN: 36 X 72 SINGLE PED DESK RIGHT WITH BOX/BOX/FILE PEDESTAL	1	EA	693.000	693.00
11	HON H10770.NN: 24 X 47 BRIDGE	1	EA	157.520	157.52
12	HON H10708L.NN: 24 X 72 SINGLE PED CREDENZA LEFT WITH FILE/FILE PEDESTAL	1	EA	567.160	567.16
=====					
ROOM 128H:					
13	HON H10787R.NN: 36 X 72 SINGLE PED DESK RIGHT WITH BOX/BOX/FILE PEDESTAL	1	EA	693.000	693.00
14	HON H10712L.NN: 24 X 48 LEFT RETURN WITH FILE/FILE PEDESTAL	1	EA	426.360	426.36
15	HON H10741.NN: 24 X 72 KNEESPACE CREDENZA WITH TWO FILE/FILE PEDESTALS	1	EA	693.000	693.00
=====					
ROOM 128I:					
16	HON H10788L.NN: 36 X 72 SINGLE PED DESK LEFT WITH BOX/BOX/FILE PEDESTAL	1	EA	693.000	693.00
17	HON H10770.NN: 24 X 47 BRIDGE	1	EA	157.520	157.52
18	HON H10707R.NN: 24 X 72 SINGLE PED CREDENZA RIGHT WITH FILE/FILE PEDESTAL	1	EA	567.160	567.16
=====					
ROOM 128J:					
19	HON H10788L.NN: 36 X 72 SINGLE PED DESK LEFT WITH BOX/BOX/FILE PEDESTAL	1	EA	693.000	693.00
20	HON H10770.NN: 24 X 47 BRIDGE	1	EA	157.520	157.52
21	HON H10707R.NN: 24 X 72 SINGLE PED CREDENZA RIGHT WITH FILE/FILE PEDESTAL	1	EA	567.160	567.16
=====					
"U" DESK LEFT:					
22	HON H10787R.NN: 36 X 72 SINGLE PED DESK RIGHT WITH BOX/BOX/FILE PEDESTAL	1	EA	693.000	693.00
23	HON H10770.NN: 24 X 47 BRIDGE	1	EA	157.520	157.52

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24	HON H10708L.NN: 24 X 72 SINGLE PED CREDENZA LEFT WITH FILE/FILE PEDESTAL  =====	1	EA	567.160	567.16
	EXTRA ITEMS:				
25	HON H10755.NN: 5 SHELF BOOKCASE	16	EA	399.080	6,385.28
26	HON H10754.NN: 4 SHELF BOOKCASE	1	EA	337.480	337.48
27	HON H10762.NN: 2 DRAWER LATERAL FILE	1	EA	448.360	448.36
28	HON HVL871.SB11: CLUB CHAIR	2	EA	432.520	865.04
29	HON HVL872.SB11: LOVESEAT	1	EA	548.240	548.24
30	HON H80192.NN: 24 X 24 CORNER TABLE  =====	1	EA	163.680	163.68
31	INSTALLATION: - DATE AND TIME SHALL BE APPROVED BY THE AGENCY CONTACT. - ALL INSTALLATIONS SHALL BE PERFORMED BY A SINGLE VENDOR. - VENDOR SHALL HAVE ACCESS TO THE PREMISES FOR THE PURPOSE OF DELIVERING FURNITURE AND PERFORMING THE WORK NECESSARY TO FULFILL THE PURCHASE ORDER. - VENDOR SHALL UNPACK AND ASSEMBLE ALL FURNITURE WITH THE PROPER TOOLS FOR FURNITURE. - ALL MAINTENANCE MANUALS ARE TO BE PROVIDED IN ENGLISH AT THE TIME OF INSTALLATION. - VENDOR SHALL PLACE ALL NEW ASSEMBLED FURNITURE IN THE PROPR PLACE PER THE AGENCY CONTACT. - ALL FURNITURE AND MATERIALS SUPPLIED BY THE VENDOR SHALL REMAIN THEIR PROPERTY UNTIL SUCH TIME AS ACCEPTED OR PAID FOR BY THE AGENCY. - VENDOR SHALL BE RESPONSIBLE FOR DAMAGE TO THE AGENCY'S PROPERTY AND/OR THE WORKPLACE AND ITS CONTENT BY ITS WORK, NEGLIGENCE IN WORK, AND ITS PERSONNEL. - VENDOR SHALL DISPOSE OF ALL PACKAGING MATERIAL. DO NOT DISPOSE IN AGENCY DUMPSTERS WITHOUT PRIOR APPROVAL FROM THE AGENCY.	1	EA	3,098.850	3,098.85
				TOTAL	23,757.73
	VENDOR QUOTE: 12268 VENDOR REF: JEFF MONROE JMONROE@WILTONS.COM PHONE: 979-268-0062				