



Texas Department of Insurance
Purchase Order # 45400 16-1238

Payment Terms: **NET30** Freight Terms: **FOB Destination** Ship Via: **VNDR** PCC: **E** Date: **03/09/16** PO Method: **DG** Dispatch: **Dispatch Via Print** Rev Dt:

PLEASE NOTE: ADDITIONAL TERMS AND CONDITIONS ARE LISTED AT THE END OF THE PURCHASE ORDER.

Vendor: APOLLO AC AND HEATING, INC
 7120 MULLINS DR
 USA
 HOUSTON TX 77081-5908
 United States

Ship To: 2M0004
 Shipping Instructions in PO
 United States

Vendor ID: 1461383860

Purchaser: James Ray Kelldorf
Phone: 512/676-6149
Fax: 512/463-6159
Email: james.kelldorf@tdi.texas.gov

Bill To: Attn: Acctng - Mail Code 108-3A
 P. O. Box 149104
 Austin TX 78714-9104
 United States

Fax:
Email: Invoices@tdi.texas.gov

PO Information:

Invoicing: To ensure prompt payment, the vendor must include the following information on all invoices: (1) the above reference PO Number, (2) the above referenced Vendor ID No., and (3) any other relevant information that will confirm purchase. Failure to comply may delay payment process or cause invoice to be returned.

Certification. The terms of the contract are considered complete and payment can be made when the terms and conditions of the order have been met and the goods and/or services have been certified. Attachment "A-1" Terms and Conditions become part of this Purchase Order.

**** Our accounting department is going paperless. Invoices may be emailed to invoices@tdi.texas.gov****

Quantities are estimated: TDI does not guarantee to purchase any minimum or maximum quantity. TDI reserves the right to increase or decrease the quantity(ies) of the purchase order at the same original terms and conditions. The vendor will be notified in writing by purchase order change notice of any requirements for any increased or decreased quantity(ies).

Change orders will be allowed only if unforeseen conditions arise such as, but not limited to, increasing or decreasing quantities or if the department needs dictate changes. All changes shall be in the scope of original work. No verbal change orders will be permitted. All Purchase Order Change Notice (POCN) will be issued by TDI Purchasing Section.

Date of service call is 3/15/16 @ 10:00 AM
 Vendor Ph #(832) 659 - 0318
 7120 Mullins Dr., Houston, TX 77081

Service call location:
 Houston East Region
 Elias Ramirez Building
 5425 Polk Street, Suite 130
 Houston, TX 77023

Contact Person:
 Wynetta Lanehart
 Ph: 800-252-7031 ext. 36500

Authorized Signature
James Kelldorf, CTPM
03/10/2016



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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
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1- 1	Check A/C Compressor in Data Closet for noise. Service Call fee is \$125.00.00	005/05	1.0000	EA	400.00000	400.00	03/09/2016
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Schedule Total

ReqID:
0000015236

This is blanket purchase order not to exceed \$400.00 without prior approval if additional work is required and a purchase order change notice issued by TDI purchasing.

Item Total for Line # 1

Total PO Amount

All Shipments, Shipping papers, invoices and correspondence must be identified with our Purchase Order Number. Overshipments will not be accepted unless authorized by Buyer prior to Shipment.

Terms and Conditions:
 The Purchase Order Terms and Conditions can be found at:
<http://www.tdi.texas.gov/general/aspurch.html>

Authorized Signature

James Kellogg, CTPM

03/10/2016