



**Texas Department of Insurance**  
**Business Unit # 45400**  
**Purchase Order # 16-1688**  
**Purchase Order Change Notice (# 1)**

Payment Terms: **NET30** Freight Terms: **FOB Destination** Ship Via: **VNDR** PCC: **F** Date: **06/08/16** PO Method: **DG** Dispatch: **Dispatch Via Print** Rev Dt: **06/13/16**

**PLEASE NOTE: ADDITIONAL TERMS AND CONDITIONS MAY BE LISTED AT THE END OF THE PURCHASE ORDER.**

**Vendor:** NOLANS OFFICE PRODUCTS INC  
 16120 COLLEGE OAK STE 105  
 SAN ANTONIO TX 782494044  
**United States**

**Ship To:** 2F0032 - Cameron Rd - Warehouse  
 7915 Cameron Road  
 Austin TX 78754  
 United States

**Vendor ID:** 1742956017 4

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

**Purchaser:** Frank Brown  
**Phone:** 512/676-6148  
**Fax:** 512/463-6159  
**Email:** frank.brown@tdi.texas.gov

**Fax:**  
**Email:** Invoices@tdi.texas.gov

**PO Information:**

POCN #1

Spoke with vendor - needed to correct prices on lines 8 and 15. They were reversed.

FCB 6/13/16

ACCESS 2016 PURCHASE - WAIVER ISSUED

Quote BY: Sandra Nolan - 210-653-7770 - Sandra@nolansonline.com  
 Quote Date: 5/9/2016  
 Quote #: 45400 16-15545  
 Quote Amt: \$11,989.73 - FOB Destination

FCB 6/8/2016

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.

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.

Attachment "A-1" Terms and Conditions become part of this Purchase Order.

Authorized Signature \_\_\_\_\_

*Frank C. Brown*

**06/20/2016**



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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
1- 1	Chair mat 60" X 48" NO LIP	615/23	10.0000	EA	\$36.75	\$367.50	06/17/2016
						<b>Schedule Total</b>	<input type="text" value="\$367.50"/>
						ReqID: 0000015545	
						<b>Item Total for Line # 1</b>	<input type="text" value="\$367.50"/>
2- 1	Chair mat 36" X 48" NO LIP	615/23	10.0000	EA	\$19.90	\$199.00	06/17/2016
						<b>Schedule Total</b>	<input type="text" value="\$199.00"/>
						ReqID: 0000015545	
						<b>Item Total for Line # 2</b>	<input type="text" value="\$199.00"/>
3- 1	Dry Erase Board 18" X 24"	785/57	10.0000	EA	\$17.50	\$175.00	06/17/2016
						<b>Schedule Total</b>	<input type="text" value="\$175.00"/>
						ReqID: 0000015545	
						<b>Item Total for Line # 3</b>	<input type="text" value="\$175.00"/>
4- 1	Dry Erase Board 24" X 36"	785/57	10.0000	EA	\$27.75	\$277.50	06/17/2016
						<b>Schedule Total</b>	<input type="text" value="\$277.50"/>
						ReqID: 0000015545	
						<b>Item Total for Line # 4</b>	<input type="text" value="\$277.50"/>

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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
5- 1	Dry Erase Board 36" X 48"	785/57	5.0000	EA	\$45.50	\$227.50	06/17/2016
						<b>Schedule Total</b>	<input type="text" value="\$227.50"/>
						ReqID: 0000015545	
						<b>Item Total for Line # 5</b>	<input type="text" value="\$227.50"/>
6- 1	Manila folders 1/3 cut Letter size 5 per case	615/43	6.0000	CS	\$26.95	\$161.70	06/17/2016
						<b>Schedule Total</b>	<input type="text" value="\$161.70"/>
						ReqID: 0000015545	
						<b>Item Total for Line # 6</b>	<input type="text" value="\$161.70"/>
7- 1	Manila folders 1/2 cut Letter size 5 per case	615/43	6.0000	CS	\$52.50	\$315.00	06/17/2016
						<b>Schedule Total</b>	<input type="text" value="\$315.00"/>
						ReqID: 0000015545	
						<b>Item Total for Line # 7</b>	<input type="text" value="\$315.00"/>
8- 1	Hand Sanitizer Clear 12 oz	435/73	10.0000	CS	\$58.68	\$586.80	06/17/2016
						<b>Schedule Total</b>	<input type="text" value="\$586.80"/>
						ReqID: 0000015545	
						<b>Item Total for Line # 8</b>	<input type="text" value="\$586.80"/>

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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
9- 1	Lysol Wipes 6 per case	345/94	30.0000	CS	\$31.50	\$945.00	06/17/2016
						<b>Schedule Total</b>	<input type="text" value="\$945.00"/>
						ReqID: 0000015545	
						<b>Item Total for Line # 9</b>	<input type="text" value="\$945.00"/>
10- 1	<b>Compressed Air</b> 12 per case 3.5 oz	207/25	6.0000	CS	\$48.60	\$291.60	06/17/2016
						<b>Schedule Total</b>	<input type="text" value="\$291.60"/>
						ReqID: 0000015545	
						<b>Item Total for Line # 10</b>	<input type="text" value="\$291.60"/>
11- 1	Post-It Notes Small 1.5" X 2" Yellow	615/62	3.0000	CS	\$35.28	\$105.84	06/17/2016
						<b>Schedule Total</b>	<input type="text" value="\$105.84"/>
						ReqID: 0000015545	
						<b>Item Total for Line # 11</b>	<input type="text" value="\$105.84"/>
12- 1	Post-It Notes Medium 3" X 3" Yellow	615/62	4.0000	CS	\$39.96	\$159.84	06/17/2016
						<b>Schedule Total</b>	<input type="text" value="\$159.84"/>
						ReqID: 0000015545	
						<b>Item Total for Line # 12</b>	<input type="text" value="\$159.84"/>

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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
13- 1	Post-It Notes Large 3" X 5" Yellow	615/62	1.0000	CS	\$39.96	\$39.96	06/17/2016
						<b>Schedule Total</b>	\$39.96
						<u>ReqID:</u> 0000015545	
						<b>Item Total for Line # 13</b>	\$39.96
14- 1	File Pockets - Red Rope Letter Size - 3 1/2"	615/41	80.0000	BOX	\$12.15	\$972.00	06/17/2016
						<b>Schedule Total</b>	\$972.00
						<u>ReqID:</u> 0000015545	
						<b>Item Total for Line # 14</b>	\$972.00
15- 1	Hand Sanitizer Clear 4 oz	435/73	5.0000	CS	\$47.76	\$238.80	06/17/2016
						<b>Schedule Total</b>	\$238.80
						<u>ReqID:</u> 0000015545	
						<b>Item Total for Line # 15</b>	\$238.80
16- 1	Steno pads	615/15	12.0000	CS	\$54.72	\$656.64	06/17/2016
						<b>Schedule Total</b>	\$656.64
						<u>ReqID:</u> 0000015545	
						<b>Item Total for Line # 16</b>	\$656.64

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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
17- 1	Letter Size Writing Tablets	615/62	10.0000	CS	\$34.56	\$345.60	06/17/2016
						Schedule Total	\$345.60
						ReqID: 0000015545	
						Item Total for Line # 17	\$345.60
18- 1	Avery Labels 5160	395/27	20.0000	BOX	\$20.25	\$405.00	06/17/2016
						Schedule Total	\$405.00
						ReqID: 0000015545	
						Item Total for Line # 18	\$405.00
19- 1	Avery Labels 5161	395/27	20.0000	BOX	\$20.25	\$405.00	06/17/2016
						Schedule Total	\$405.00
						ReqID: 0000015545	
						Item Total for Line # 19	\$405.00
20- 1	Avery Labels 5162	395/27	20.0000	BOX	\$20.25	\$405.00	06/17/2016
						Schedule Total	\$405.00
						ReqID: 0000015545	
						Item Total for Line # 20	\$405.00

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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
21- 1	Avery Labels 5163	395/27	20.0000	BOX	\$21.00	\$420.00	06/17/2016
						Schedule Total	\$420.00
						ReqID: 0000015545	
						Item Total for Line # 21	\$420.00
22- 1	Avery Labels 5164	395/27	20.0000	BOX	\$21.00	\$420.00	06/17/2016
						Schedule Total	\$420.00
						ReqID: 0000015545	
						Item Total for Line # 22	\$420.00
23- 1	Avery Labels 5165	395/27	20.0000	BOX	\$21.00	\$420.00	06/17/2016
						Schedule Total	\$420.00
						ReqID: 0000015545	
						Item Total for Line # 23	\$420.00
24- 1	Dividers with 8 Tabs Clear	615/39	100.0000	PKG	\$0.67	\$67.00	06/17/2016
						Schedule Total	\$67.00
						ReqID: 0000015545	
						Item Total for Line # 24	\$67.00

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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
25- 1	Dividers with 5 Tabs Clear	615/39	100.0000	PKG	\$0.52	\$52.00	06/17/2016
						Schedule Total	\$52.00
						ReqID: 0000015545	
						Item Total for Line # 25	\$52.00
26- 1	Lysol Spray	245/86	5.0000	CS	\$72.00	\$360.00	06/17/2016
						Schedule Total	\$360.00
						ReqID: 0000015545	
						Item Total for Line # 26	\$360.00
27- 1	HP21 Toner Cartridges	207/72	60.0000	EA	\$13.39	\$803.40	06/17/2016
						Schedule Total	\$803.40
						ReqID: 0000015545	
						Item Total for Line # 27	\$803.40
28- 1	HP22 Toner Cartridges	207/72	60.0000	EA	\$22.29	\$1,337.40	06/17/2016
						Schedule Total	\$1,337.40
						ReqID: 0000015545	
						Item Total for Line # 28	\$1,337.40

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29- 1	Smead C402A Classification Folders,Letter 10 per Box	615/45	4.0000	CS	\$113.50	\$454.00	06/17/2016
						Schedule Total	\$454.00
						ReqID: 0000015545	
						Item Total for Line # 29	\$454.00
30- 1	Manilla FileFolders, Legal,1/3 Cut	615/45	1.0000	CS	\$37.25	\$37.25	06/17/2016
						Schedule Total	\$37.25
						ReqID: 0000015545	
						Item Total for Line # 30	\$37.25
31- 1	AA Batteries 24/Box	450/06	40.0000	BOX	\$4.25	\$170.00	06/17/2016
						Schedule Total	\$170.00
						ReqID: 0000015545	
						Item Total for Line # 31	\$170.00
32- 1	AAA Batteries 24/Box	450/06	20.0000	BOX	\$4.25	\$85.00	06/17/2016
						Schedule Total	\$85.00
						ReqID: 0000015545	
						Item Total for Line # 32	\$85.00

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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
33- 1	9 Volt Batteries 12 per box	450/06	10.0000	BOX	\$13.80	\$138.00	06/17/2016
						<b>Schedule Total</b>	<input type="text" value="\$138.00"/>
					ReqID: 0000015545		
						<b>Item Total for Line # 33</b>	<input type="text" value="\$138.00"/>
						<b>Total PO Amount</b>	<input type="text" value="\$12,044.33"/>

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

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

Authorized Signature \_\_\_\_\_  
*Frank C. Brown*  
 \_\_\_\_\_  
 06/20/2016