



**Texas Department of Insurance**  
**Business Unit # 45400**  
**Purchase Order # 16-1702**

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

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

**Vendor:** SHI GOVERNMENT SOLUTIONS INC  
 STE 375  
 1301 S MO PAC EXPY  
 AUSTIN TX 787466916  
 United States

**Ship To:** 2M0001 - Metro Office  
 7551 Metro Center Drive, Suite 100  
 Austin TX 78744  
 United States

**Vendor ID:** 1223695478 5

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

**Purchaser:** Andrea Toscano  
**Phone:** 512/676-6142  
**Fax:** 512/463-6159  
**Email:** andrea.toscano@tdi.texas.gov

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

**PO Information:**

Invoicing: To ensure prompt payment, the vendor must include the following information on all the 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.

\*\*\*\*\*  
 QUOTE DATE: 06/01/2016  
 QUOTE #: 11656153  
 QUOTED BY: RICHARD LETTIERE | (800) 870-6079  
 Richard\_lettiere@shi.com  
 \*\*\*\*\*

\*\*\*\*\* ENSURE PO# APPEARS ON INVOICE AND FORWARD TO: invoices@tdi.texas.gov \*\*\*\*\*

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
1- 1	Workfit-D, Sit-Stand Desk PART # 24-271-927 For: Martha Luevano	425/17	1.0000	EA	\$633.00	\$633.00	06/20/2016
						<b>Schedule Total</b>	<input type="text" value="\$633.00"/>
					<u>ReqID:</u> 0000015696		
						<b>Item Total for Line # 1</b>	<input type="text" value="\$633.00"/>
						<b>Total PO Amount</b>	<input type="text" value="\$633.00"/>

**Authorized Signature**

*Andrea Toscano*

**06/13/2016**



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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

*Andrea Toscano*

**06/13/2016**