



Purchase Order		
Purchase Order Date	PO/Reference No.	Revision No.
<b>Nov 13, 2018</b>	<b>AB0408435</b>	<b>0</b>
<b>Contact instructions for questions regarding this Purchase Order:</b> If Buyer Contact information is listed below, please contact the Buyer. If not, please contact the Customer.		
<b>Buyer Contact:</b>		
<b>Buyer</b>	<b>Buyer Email</b>	<b>Buyer Phone Number</b>
srr - Robertson, Sara	sara.robertson@tamuk.edu	361.593.4032
<b>Customer Contact:</b>		
Name:	Wanda Badger	
Email:	W-BADGER@TAMUK.EDU	
Phone:	+1 361-593-3517	

**Sales Tax Exemption**

Texas A&M University is exempt from state and municipal sales taxes under Chapter 20 Title 122A, revised Civil Statutes of Texas, for all purchases made for the exclusive use of Texas A&M.

The laws of the State of Texas shall govern this Purchase Order.

**Order acceptance instructions:**

**Vendor guarantees that the products delivered or the services performed as a result of this Purchase Order will meet or exceed all specifications herein. Any exceptions to the pricing or the description contained herein must be approved by the Texas A&M University-Kingsville Department of Purchasing Services prior to shipping.**

Supplier Information		Delivery Information	
Supplier Name	RICOH USA INC	<b>Delivery Address</b>	
Address	PO BOX 650016 DALLAS, TX 752650016 US	TAMUS Member:	17-Texas A&M University - Kingsville (17)
Phone	+1 800-595-1011	Attn:	Wanda Badger
FOB / FREIGHT	Destination	Mathematics	
Pre-Pay & Add	No	Rhode Hall	
Payment Terms	0, Net 30	Room	217
Contract Number - Header	MASTER AGREEMENT # 350803-151190	c/o Central Receiving	
Contract Number - Line	<i>no value</i>	1255 Retama Dr	
Quote number		Kingsville, TX 78363	
		United States	
		<b>Delivery Information</b>	
		Required Delivery Date	
		Ship Via	Best Carrier-Best Way

**Notes to Supplier**

**PO Clauses**

Header	001	No Collect Freight Charges Accepted	Neither COD nor "Collect" freight or handling charges will be accepted.
	600	Prevailing T's & C's - Agreements	The Terms and Conditions of the State and the University are included in this Agreement and shall prevail. The Terms and Conditions can be reviewed at: <a href="http://www.tamuk.edu/ssgs/resources/allforms.html">www.tamuk.edu/ssgs/resources/allforms.html</a>
	640	F.O.B. Destination	All pricing must be F.O.B. Destination.

Line No.	Product Description	Catalog No.	Size / Packaging	Unit Price	Quantity	Ext. Price
1 of 5	FY19 DEPARTMENTAL COPIER; REFERENCE S800189	N/A	MON	246.51 USD	12 MON	2,958.12 USD
2 of 5	FY20 DEPARTMENTAL COPIER	N/A	MON	246.51 USD	12 MON	2,958.12 USD
3 of 5	FY21 DEPARTMENTAL COPIER	N/A	MON	246.51 USD	12 MON	2,958.12 USD

4 of 5	FY22 DEPARTMENTAL COPIER	N/A	MON	246.51 USD	12 MON	2,958.12 USD
5 of 5	FY23 DEPARTMENTAL COPIER	N/A	MON	246.51 USD	9 MON	2,218.59 USD
Total					<b>14,051.07 USD</b>	

Billing Information	Billing Address
<p>To assure timely payment please e-mail invoices to the email provided in the bill to address. If the invoice is sent via email, please do not send a duplicate copy through the mail. Only if email is not an option then submit invoices to the billing address indicated in the "Billing Address" section. To inquire about electronic invoicing via cXML, CSV or PO flip through the supplier portal, e-mail <a href="mailto:abvendorhelp@tamu.edu">abvendorhelp@tamu.edu</a>.</p> <p>Invoice must include the PO/Reference number shown above.</p>	<p>Texas A&amp;M University-Kingsville Procurement ***Do Not Mail Invoices*** Email invoices to <a href="mailto:invoices@tamuk.edu">invoices@tamuk.edu</a> 700 University Blvd MSC 212 Kingsville, TX 78363 United States</p>