

Revised Purchase Order



Sales Tax Exemption

Texas A&M University - Kingsville 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 University - Kingsville.

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

Member of the Texas A&M University System.

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 Procurement Services Department prior to shipping.

Purchase Order			
Purchase Order Date	PO/Reference No.	Revision No.	Revision Date
Feb 7, 2024	AB0887534	1	Apr 10, 2024
Contact instructions for questions regarding this Purchase Order: If Buyer Contact information is listed below, please contact the Buyer. If not, please contact the Customer.			
Buyer Contact:			
Buyer	Buyer Email	Buyer Phone Number	
rme - Rachel Marie Erben	Rachel.Erben@tamuk.edu	361.593.4068	
Customer Contact:			
Name:	Manasi Vishal		
Email:	MANASI.VISHAL@TAMUK.EDU		
Phone:	+1 361-593-4399		

Supplier Information		Delivery Information	
Supplier Name	RICOH USA INC	Delivery Address	
Address	PO BOX 650016 DALLAS, Texas 752650016 United States	TAMUS Member:	17-Texas A&M University - Kingsville (17)
Phone	+1 800-595-1011	Attn:	Manasi Vishal
FOB / FREIGHT	Destination	College of Arts & Sciences-Dean	
Pre-Pay & Add	No	AL Kleberg Hall	
Payment Terms	0, Net 30	Room	133
Contract Number - Header	Buyboard award #713-23	c/o Central Receiving	
Contract Number - Line	no value	1255 Retama Dr	
Quote number		Kingsville, TX 78363	
		United States	
		Delivery Information	
		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: https://www.tamuk.edu/finance/procurement/purchasing/allforms.html
	640	F.O.B. Destination	All pricing must be F.O.B. Destination.
	650	Public Information Act	Public Information. (a) [PROVIDER] acknowledges that [MEMBER] is obligated to strictly comply with the Public Information Act Chapter 552, Texas Government Code, in responding to any request for public information pertaining to this

(c) [PROVIDER] acknowledges that [MEMBER] is required to post a copy of the fully executed Agreement on its Internet website in compliance with Section 2261.253(a)(1), Texas Government Code.

655 COVID-19 Delivery Clause

Please be advised that Texas A&M University-Kingsville is currently operating with limited employees as per COVID-19 Social Distancing recommendations. Please ensure that a delivery date and time is coordinated and confirmed with the Customer Contact (indicated on the PO) in order to avoid issues with deliveries. Texas A&M University-Kingsville remains committed to our suppliers and contractors during these challenging times. For questions regarding delivery to the Central Receiving compound, please email centralreceiving@tamuk.edu.

Line No.	Product Description	Catalog No.	Size / Packaging	Unit Price	Quantity	Ext. Price
1 of 6	FY 24 RICOH B/W Copier	1	EA	288.86 USD	5 EA	1,444.30 USD
2 of 6	FY 2025 RICOH B/W Copier	2	EA	288.86 USD	12 EA	3,466.32 USD
3 of 6	FY 2026 RICOH B/W Copier	3	EA	288.86 USD	12 EA	3,466.32 USD
4 of 6	FY 2027 RICOH B/W Copier	4	EA	288.86 USD	12 EA	3,466.32 USD
5 of 6	FY 2028 RICOH B/W Copier	5	EA	288.86 USD	12 EA	3,466.32 USD
6 of 6	FY 2029 RICOH B/W Copier	6	EA	288.86 USD	7 EA	2,022.02 USD
Total						17,331.60USD

Billing Information

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