



### 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.
Mar 8, 2024	AB0897637	0
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:	Erin De Vaudrecourt	
Email:	KUEPD000@TAMUK.EDU	
Phone:		

Supplier Information	
Supplier Name	RICOH USA INC
Address	PO BOX 650016 DALLAS, Texas 752650016 United States
Phone	+1 800-595-1011
FOB / FREIGHT	Destination
	Address (Destination) Tj D51C3haxcourt

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COVID-19 Delivery Clause

Please be advised that Texas A&M University-Kingsville is currently operating with limited employees as 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](mailto:centralreceiving@tamuk.edu).

Line No.	Product Description	Catalog No.	Size / Packaging	Unit Price	Quantity	Ext. Price
1 of 6	FY24 Ricoh IMC3510	N/A	MON	268.96 USD	5 MON	1,344.80 USD
2 of 6	FY25 Ricoh IMC3510	N/A	MON	268.96 USD	12 MON	3,227.52 USD
3 of 6	FY26 Ricoh IMC3510	N/A	MON	268.96 USD	12 MON	3,227.52 USD
4 of 6	FY27 Ricoh IMC3510	N/A	MON	268.96 USD	12 MON	3,227.52 USD
5 of 6	FY28 Ricoh IMC3510	N/A	MON	268.96 USD	12 MON	3,227.52 USD
6 of 6	FY29 Ricoh IMC3510	N/A	MON	268.96 USD	7 MON	1,882.72 USD
<b>Total</b>						<b>16,137.60 USD</b>

Billing Information	Billing Address
<p>To assure timely payment please e-mail invoices to the email provided in the bill 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:vendorhelp@tamu.edu">vendorhelp@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>