



Procurement and Contracts  
 Business Unit # 320AD  
 Purchase Order # 23-0003913  
 Purchase Order Change Notice (# 1)

Payment Terms: N/A    Freight Terms: N/A    Ship Via: N/A    PCC: E    Date: 05/23/23    PO Method: DG    Dispatch: Dispatch Via Print    Rev Dt: 05/25/23

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

Vendor: SINOCO INC  
 DBA SIGN WORKS  
 105 E BRAZOS ST  
 VICTORIA TX 77901-5201  
 United States

Ship To: Texas Workforce Commission  
 3800 PALUXY DR STE 575  
 TYLER TX 75703-1659  
 United States

Bill To: APPO@twc.texas.gov or  
 Texas Workforce Commission  
 101 E 15TH ST  
 RM 470  
 AUSTIN TX 78778-0001  
 United States

Vendor ID: 1742198026

Purchaser: Michael Kagan  
 Phone: (737) 400-5664  
 Fax:  
 Email: michael.kagan@twc.texas.gov

TWC Prefers Electronic Submission

**PO Information:**

POCN 1 added freight charge

Quote Estimate # 23348

Delegated purchase \$10,000 or less

POC - Marsha M Fuller  
 (903) 352-3547  
 marsha.fuller@twc.texas.gov

32240 ANCIRA

These signs will be used for the Governor's Meeting in June, as well as other future meetings held in Regional Office, and will help identify the location of the building. See attached estimate and layout.

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	18" x 24" Single face coroplast signs with econo "H" stakes RE: 223348 - Exact Repeat Logo TWS Vocational Rehabilitation Services	801/86	22.0000	EA	\$3.00000	\$66.00	05/23/2023

Schedule Total

ReqID:  
0000042461

These signs will be used for the Governor's Meeting that will be held at Tyler Regional Office in June, as well as other meetings we will have scheduled in the future. See attached Estimate #23348 Megan Bennett has already had signs made there for Region 6. RD Kutach has approved the estimate and the purchase of these signs.

Item Total for Line # 1

Authorized Signature

*Sonya Babley, CTCD, CTCM*

Sonya Babley, CTCD, CTCM

**05/25/2023**



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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
2-1	UPS/Freight/ Handling	801/86	1.0000	USD	\$35.00000	\$35.00	05/25/2023
						<b>Schedule Total</b>	<input type="text" value="\$35.00"/>
				<b>ReqID:</b>			
				0000042536			
<p>Vendor forgot to include UPS/Freight/ Handling of \$35.00 in the quote submitted for PO 23-0003913. After receiving PO I received a call that they cannot ship, and send a revised quote.</p>							
						<b>Item Total for Line # 2</b>	<input type="text" value="\$35.00"/>

**Total PO Amount**

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.

**IMPORTANT CONDITIONS OF ORDER**  
 This will be your authority to deliver, in accordance with instructions above and the terms of any existing contract agreement, accepted informal bid or quotation, the articles or services listed below. Containers, invoices and correspondence relative to this order must bear the purchase order number. Unless otherwise stipulated, freight charges are included in the unit price. If we previously agreed to pay transportation charges, shipments are to be made prepaid FOB destination and charges added to the invoice.  
 \* PAYMENT cannot be made until ALL items on this order are received, inspected and accepted unless we previously agreed to a partial payment.  
 \* ALL Invoices MUST match this PO by Line Number, Description, Quantity, Amount and include Delivery Date for Prompt Payment.  
 \* Purchase subject to TWC Terms and Conditions (Attachment I).

The State of Texas is exempt from all Federal Excise Taxes.  
 Tax Exempt ID -742764775.  
**STATE and CITY SALES TAX EXEMPTION CERTIFICATE:** The undersigned claims an exemption from taxes under Texas Tax Code, Section 151.309(4), for purchase of tangible personal property described on this numbered order, purchased from contractor and/or shipper listed above, as this property is being secured for the exclusive use of the State of Texas.

**Authorized Signature**  
*Sonya Babley, CTCD, CTCM*  
Sonya Babley, CTCD, CTCM  
**05/25/2023**