

VENDOR COPY

Purchase Order

Print Date:
10/28/2025
Page No. 01

TEXAS A&M UNIVERSITY- TEXARKANA

Purchasing Department
7101 University Avenue
Texarkana, TX 75503
Phone: 903-223-3053 Fax: 903-334-6619

Invoice in Quadruplicate To:

TAMU - TEXARKANA
ACCOUNTS PAYABLE
7101 UNIVERSITY AVENUE
TEXARKANA TX 75503

INCLUDE THE PO NUMBER ON ALL CORRESPONDENCE
AND PACKAGES

P.O.#: P600183 22

VENDOR GUARANTEES MERCHANDISE DELIVERED
ON THIS ORDER WILL MEET OR EXCEED
SPECIFICATIONS IN THE BID INVITATION

Vendor:

*****0410
KTECH PRODUCTS LLC
610 S INDUSTRIAL BLVD
STE 235
EULESS, TX 76040

Ship To:

TAMU - TEXARKANA
TEXAS A&M UNIVERSITY-TEXARKANA
UNIVERSITY CENTER
7101 UNIVERSITY AVE
TEXARKANA TX 75503

ANY EXCEPTIONS TO PRICING OR DESCRIPTION CONTAINED HEREIN MUST BE
APPROVED BY THE TEXAS A&M UNIVERSITY-TEXARKANA PROCUREMENT
OFFICE **PRIOR** TO SHIPPING.
ALL TERMS AND CONDITIONS SET FORTH IN OUR BID INVITATION BECOME A
PART OF THIS ORDER.

INVOICING
VENDOR SHALL SUBMIT FOUR COPIES OF AN ITEMIZED INVOICE SHOWING PURCHASE ORDER
NUMBER ON ALL COPIES. IF YOUR INVOICE IS NOT PROCESSED AS INSTRUCTED, PAYMENT MAY
BE DELAYED.

Item	Description	Quantity	UOM	Unit Price	Extend Price
	USER REF: 350015-1022				
	TAMU-T POINT OF CONTACT: DEBRA GRIDER 903-334-6758 EMAIL: DEBRA.GRIDER@TAMUT.EDU				
	SERVICES AS OUTLINED IN VENDER SERVICE AGREEMENT SIGNED 03/01/24 BY JEFF HINTON, CFO				
	CHANGE ORDER ADDITION FOR DIGISCRIPIT SIGNED 10/22/2025 BY DR. ROSS ALEXANDER, PRESIDENT TEXAS A&M UNIVERSITY - TEXARKANA				
1	DIGISCRIPIT (5500) TRANSCRIPTS RECEIVED FROM VARIOUS HIGH SCHOOLS/COLLEGES/UNIVERSITIES, DOWNLOADED FROM VARIOUS SOURCES	35,750	USD	1.000	35,750.00
	EACH ADDITIONAL TRANSCRIPT WILL BE BILLED AT \$6.50/TRANSCRIPT				
	CONFIRMING PO EMAILED 10/28/2025				
				TOTAL	35,750.00
TDR					

FOB: DESTINATION FRT INCLUDED

TAMU-T IS AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYMENT UNIVERSITY.

Terms: N 30

TEXAS A&M UNIVERSITY-TEXARKANA CANNOT ACCEPT COLLECT SHIPMENTS.

FAILURE TO DELIVER: If the Vendor fails to deliver these supplies by the promised delivery date or a reasonable time thereafter, without giving acceptable reasons for delay, or if supplies are rejected for failure to meet specifications, the State reserves the right to purchase specified supplies and equipment elsewhere, and charge the increase in price and cost of handling to the Vendor. No substitution or cancellations permitted without prior approval of Procurement of General Services.

THE STATE OF TEXAS IS EXEMPT FROM ALL FEDERAL EXCISE TAXES.
STATE AND CITY SALES TAX EXEMPTION CERTIFICATE: The University claims an exemption from taxes under Chapter 20, Title 122A Revised Civil Statutes of Texas for purchase of tangible personal property described in this order, purchased from Vendor listed above.
THE TERMS AND CONDITIONS OF THE STATE OF TEXAS AND THE UNIVERSITY SHALL PREVAIL.

IN ACCORDANCE WITH YOUR BID, SUPPLIES AND EQUIPMENT MUST BE
PLACED IN THE DEPARTMENT RECEIVING ROOM BY:

THIS ORDER IS NOT VALID UNLESS SIGNED BY THE PURCHASING AGENT.

Signed by:
Kristen Jullos

PURCHASE ORDER 004488 FEB 04 2025 TEXAS A&M UNIVERSITY-TEXARKANA