



Purchase Order

COUNTY OF HIDALGO

PO# 790339

DATE: 12/21/18

PAGE NO: 1 of 2

PO TYPE:

VENDOR: 319449

REQ: 00384037

PHONE: (800) 793-0468

Fax: (866) 572-8032

EMAIL:

SHIP TO: PURCHASING DEPARTMENT

2802 S. BUSINESS HWY 281
EDINBURG TX 78539

STAPLES BUSINESS ADVANTAGE
DEPT. DAL PO BOX 83689
CHICAGO IL 60696368

CONTACT: DINA TREVINO

(956) 318-2626

SITE: PURCHASING DEPARTMENT

CONTRACT NO: BUYBOARD 576-18

SPECIAL INSTRUCTIONS:

VENDOR NOTES

1. Do not add to, or alter this Purchase Order. This Order is not renewable.
2. TAX EXEMPTION: This Purchase Order may be accepted in lieu of Exemption Certificate.
3. This Order is also placed F.O.B. Destination. Vendor must repay all shipping costs.
4. Invoice each Purchase Order singly. Original invoices are required customer copy may be accepted. Out number must appear on all invoices, bills of lading, and packages.
5. Payment will be made only for bona fide and full completed orders, unless otherwise attached.

QTY	UOM	DESCRIPTION	UNIT PRICE	AMOUNT
		DO NOT DUPLICATE ORDER		
		BUYBOARD 576-18, EXP. 11/30/2021		
3.00	DOZ	CO 714832 BIC® SoftFeel® Retractable Pen, Fine Point, 0.8 mm, Blue Ink/Blue Barrel, 12/Pk (SCSF11BE)	12.3200	36.96
3.00	DOZ	CO 123919 BIC® Cristal® Ballpoint Stick Pens, Medium, Red, Dozen	1.7400	5.22
3.00	EACH	CO 599036 Staples® PlushMat Chairmat, For Medium Pile Carpets, No Lip, Rectangular, 46" x 60"	69.9900	209.97
2.00	BOX	CO 459599 Staples CD/DVD Envelopes, White, 50/Pack (12257)	3.2700	6.54
3.00	EACH	CO 575550 Smead TUFF File Pockets, Straight Cut Tab, 3.5" Expansion, Letter Size, Redrope, 10/Box (73380)	17.3800	52.14
3.00	EACH	CO 362970 Staples Paper Stock File Jacket, 1.5" Expansion, Letter Size, Manila, 25/Pack (3033DT25)	14.7100	44.13
2.00	EACH	CO 466467 Staples SPL-250 10-Digit Desktop Calculator	13.2000	26.40
2.00	EACH	CO 813668 Tarifold® Desktop Reference Starter Set, 10 Pockets, Assorted, Each (TFID291)	45.6700	91.34
1.00	EACH	CO 779330 Avery Permanent File Folder Labels with TrueBlock, 2/3" x 3-7/16", White, 750/Pack (08366)	13.3000	13.30
1.00	EACH	CO 085620 Staples Mouse Pad, Lattice	2.0100	2.01
4.00	EACH	CO 799825 Staples 26637 2-Hole Punch, 28 Sheet Capacity	10.2800	41.12
4.00	PACK	CO 569577 Westcott® Titanium Bonded 8" Straight Scissors, Left/Right Handed Use, 2/Pack	8.6100	34.44
1.00	EACH	CO 480117 Staples® Plastic Pushpins, Clear, 500/Pk	5.0800	5.08
2.00	EACH	CO 641894 Quartet® Dark Cork Tiles, 12" x 12", Frameless, Modular, 4 Pack	12.4900	24.98
4.00	EACH	CO 1798852 Staples® One-Touch® Desktop Stapler, Fastening Capacity 20 Sheets, Black/Gray	6.4500	25.80
1.00	EACH	CO 206709 Microsoft® Sculpt Ergonomic Desktop, USB Wireless Ergonomic Mouse and Keyboard Combo, Black (L5V-00001)	81.6000	81.60
15.00	EACH	CO 605113 Post-it® 'Initial Here' Message Flags, 1" Wide, Blue, 100 Flags/Pack (680-IH2)	3.6900	55.35
25.00	EACH	CO 501741 Lysol® Disinfecting Wipes, Ocean Fresh® Scent, 35 Wipes/Canister (81146)	3.4000	85.00
4.00	EACH	CO 101614 Clorox Healthcare Bleach Germicidal Wipes, 70 Count Canister (CLO35309CT)	58.9300	235.72
2.00	EACH	CO 072213 Brighton Professional™ Toilet Seat Cover Dispenser, White	6.1900	12.38
15.00	EACH	CO 439110 Post-it® Arrow Flags, .47" Wide, Assorted Colors, 96	2.4000	36.00

Authorized by: _____

Martha Salazar
ms



Purchase Order COUNTY OF HIDALGO

PO# 790339

DATE: 12/21/18

PAGE NO: 2 of 2

PO TYPE:

VENDOR: 319449

REQ: 00384037

PHONE: (800) 793-0468

Fax: (866) 572-8032

EMAIL:

SHIP TO: PURCHASING DEPARTMENT

2802 S. BUSINESS HWY 281
EDINBURG TX 78539

STAPLES BUSINESS ADVANTAGE
DEPT.DAL PO BOX 83689
CHICAGO IL 60696368

CONTACT: DINA TREVINO

(956) 318-2626

SITE: PURCHASING DEPARTMENT

CONTRACT NO: BUYBOARD 576-18

SPECIAL INSTRUCTIONS:

VENDOR NOTES

1. Do not add to, or alter this Purchase Order. This Order is not renewable.
2. TAX EXEMPTION: This Purchase Order may be accepted in lieu of Exemption Certificate.
3. This Order is also placed F.O.B. Destination. Vendor must repay all shipping costs.
4. Invoice each Purchase Order singly. Original invoices are required customer copy may be accepted. Our number must appear on all invoices, bills of lading, and packages.
5. Payment will be made only for bona fide and full completed orders, unless otherwise attached.

QTY	UOM	DESCRIPTION	UNIT PRICE	AMOUNT
		Flags/Pack (684-ARR4)		
1.00	EACH	CO 2140515 Dell QLXF89JE Wireless Keyboard & Mouse KM636 Combo	14.9500	14.95
2.00	EACH	CO 938392 Fellowes PlushTouch Foam Mouse Pad/Wrist Rest Combo, Black (9252001)	8.9500	17.90
1.00	EACH	CO 811891 Staples® Crystal Gel Mouse Pad with Wrist Rest, Blue (18259)	7.5800	7.58
6.00	DOZ	CO 163485 Staples® Steno Notebooks, Green Tint, 6" x 9", Gregg Ruling, 80 Sheets/Book, 12/Pk	15.5500	93.30
2.00	EACH	CO 475490 Lathem E Series Time Clock Ribbon, Purple (VIS6008)	9.7900	19.58
2.00	EACH	CO 701218 Logitech MK550 Optical Wireless Desktop Wave Keyboard and Laser Mouse Combo, Black (920-002555/0264)	60.9300	121.86
4.00	EACH	CO 712585 Nestle® Coffee-mate® Coffee Creamer, French Vanilla, 15 oz Powder Creamer, 1 Canister	2.9900	11.96
1.00	BOX	CO 787385 Staples EasyClose Security Tint #10 Envelope, 4-1/8" x 9-1/2", White, 500/Box (787385)	17.7700	17.77
10.00	PACK	CO 430859 Puffs® Plus 2-Ply Lotion Facial Tissues, 116 Sheets/Box, 3 Boxes/Pack (PGC 82086)	4.9500	49.50
1.00	REAM	CO 578341 Staples Brights Multipurpose Paper, 24 lbs, 8.5" x 11", Multicolor, 800/Ream (25492)	14.4400	14.44
1.00	EACH	CO 1568155 Seagate 1TB Expansion Portable External Hard Drive	89.9900	89.99
1.00	EACH	CO 072218 Brighton Professional™ Toilet Seat Covers (BPR247750)	36.4400	36.44
4.00	EACH	CO 1684921 Folgers® Classic Roast® Coffee, 30.5 oz. Canister	13.7900	55.16
2.00	EACH	CO 2120007 InvisibleShield GLASS Apple iPad Pro Screen FG	63.0400	126.08
5.00	REAM	CO 135848 Staples® Copy Paper, 20 Lb., 92 Bright, 8 1/2" x 11", White, 10-Ream Case (135848)	39.9800	199.90
TOTAL:				2,001.89
REPORT ROAD HAZARDS 1-866-HCR-SAFE OR 1-866-427-7233 ***** For Hidalgo County use only 8-1100-415-18-160-001-0-610 1,934.77 8-1100-415-18-160-001-0-630 67.12				

Authorized by: _____

Martha Salazar
ms