

# Summary - PO AB0658460

PO/Reference No. AB0658460  
 Supplier HERFF JONES INC

General Information	Shipping Information	Billing/Payment						
<p><b>PO/Reference No. AB0658460</b></p> <p>Revision No. 1</p> <p>Supplier Name HERFF JONES INC</p> <p>Address 4501 W 62ND ST INDIANAPOLIS, 46268 United States</p> <p>Purchase Order Date 10/7/2021</p> <p>Total 5,302.30 USD</p> <p>Requisition Number 149518979</p> <p>Owner Business Unit 24-Texas A&amp;M University - Central Texas (24)</p> <p>Order Category 1 - Regular</p> <p>Report Reference A <i>no value</i></p> <p>Report Reference B <i>no value</i></p> <p>Sole Source (attach justification) <b>x</b></p> <p>Contract Number <i>no value</i></p> <p>Start Date <i>no value</i></p> <p>End Date <i>no value</i></p> <p>Trade-In <b>x</b></p> <p>Create Asset Manually <b>x</b></p> <p>Add to Asset Number <i>no value</i></p> <p>Cost Receipt Required <b>x</b></p> <p>Rush the Pymt Process <b>x</b></p>	<p><b>Ship To</b></p> <p>Attn: Enrollment Mgmt Founder's Hall 1001 Leadership Place Killeen, TX 76549 United States</p> <p>ShipTo Address 24-028 Code</p> <p><b>Delivery Options</b></p> <p>Emergency (attach justification) <b>x</b></p> <p>Ship Via Best Carrier-Best Way</p> <p>Requested Delivery Date</p> <p><b>Buyer Information</b></p> <table border="1"> <thead> <tr> <th>Buyer</th> <th>Buyer Email</th> <th>Buyer Phone Number</th> </tr> </thead> <tbody> <tr> <td>cco - Oberg, Clyde CC02</td> <td>co@tamu.edu</td> <td>979.845.1042</td> </tr> </tbody> </table> <div style="border: 1px solid #add8e6; padding: 5px; margin-top: 10px;"> <p><b>i</b> User does not have the necessary permissions to view the custom fields associated with this section.</p> </div>	Buyer	Buyer Email	Buyer Phone Number	cco - Oberg, Clyde CC02	co@tamu.edu	979.845.1042	<p><b>Bill To</b></p> <p>Texas A&amp;M University Central Texas- Accounts Payable ***Do Not Mail Invoices*** Email invoices to acctspayable@tamuct.edu 1001 Leadership Place Killeen, TX 76549 United States</p> <p>BillTo Address 24 Code</p> <p><b>Billing Options</b></p> <p>Accounting Date 10/6/2021</p> <p>Payment Terms 0, Net 30</p> <p>FOB / FREIGHT Destination</p> <p>Pre-Pay &amp; Add <b>x</b></p> <p>Special Payment Method <i>no value</i></p>
Buyer	Buyer Email	Buyer Phone Number						
cco - Oberg, Clyde CC02	co@tamu.edu	979.845.1042						
<p><b>Contact Information</b></p> <p>Owner Name Tametha Jeffries</p> <p>Owner Phone +1 254-501-5855</p> <p>Owner Email T.JEFFRIES@TAMUCT.EDU</p>	<p>Bypass Dept Allocator Yes</p>							

**Distribution Information**

**Distribution Methods**

The system will distribute purchase orders using the method(s) indicated below:

Email (HTML Body)      cdmisenhelter@herffjones.com

**Distribution Options**

Supplier Terms and Conditions

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 Texas A&M's Department of Procurement Services prior to shipping or performance. This Purchase Order is governed by the laws of the State of Texas and Texas A&M-Central Texas' Terms & Conditions, which are available online: <http://purchasing.tamu.edu/suppliers/bids-catalogue-tc-form/>

**Supplier Information**

**Supplier Information**

Contract      *no value*

Account Code

Pricing Code

Quote number

Note to Supplier      TAMU-CT POINT OF CONTACT:  
TAMETHA JEFFRIES -  
254.501.5855 -  
t.jeffries@tamuct.edu

Attachments for supplier

20211006092507.pdf

PO Clauses

001    No Collect Freight Charges Acc...

**Accounting Codes**

Fiscal Year	Member ID	Department Code	Account Code	Report Reference C	Report Reference D	Object Code	Special Routing1
2022	24 Texas A&M University - Central Texas	24-0500 24-Enrollment Management	24-200790-00000 Graduation Application Fee	<i>no value</i>	<i>no value</i>	<i>no value</i>	L Local

**Line Item Details**

Product Description	Catalog No	Size / Packaging	Unit Price	Quantity	Ext. Price
1  500 diploma covers	na	EA	9.31 USD	500 EA	4,655.00 USD
	Taxable	Capital Expense	Commodity Code	60101606 Diplomas   4014	Requisition Number External Note <i>no note</i> Attachments for supplier
2  shipping	na	EA	647.30 USD	1 EA	647.30 USD
	Taxable	Capital Expense			Requisition Number 149518979

Commodity	78121603	External Note	<i>no note</i>
Code	Freight fee   5650	Attachments for supplier	

Shipping, Handling, and Tax charges are calculated and charged by each supplier. The values shown here are for estimation purposes, budget checking, and workflow approvals.

Subtotal	<b>5,302.30</b>
Shipping	0.00
Handling	0.00
Total	<b>5,302.30 USD</b>