


PO Summary - [AB0495774](#)



PO/Reference No. AB0495774
 Supplier BLANK CANVAS GRAPHIC DESIGN MOLLY L MURPHY DBA

General Information		Shipping Information			Billing/Payment		
PO/Reference No.	AB0495774	Ship To			Bill To		
Revision No.	0	Attn: Julia Price			Tarleton State University-		
Supplier Name	BLANK CANVAS GRAPHIC DESIGN MOLLY L MURPHY DBA 	Marketing &			Accts Payable		
Address	1559 E STATE HIGHWAY 154 QUITMAN, TX 75783 US	Communications			***Do Not Mail Invoice***		
Phone	+1 903-967-7460	c/o Central Receiving			Email invoices to		
Purchase Order Date	11/4/2019	Room T-0730 - ADMIN 159			invoices@tarleton.edu		
Total	20,000.00 USD	201 Saint Felix St			Box T-0120		
Requisition Number	125385287	Stephenville, TX 76401			Stephenville, TX 76402		
Owner Business Unit	04-Tarleton State University (04)	United States			United States		
Order Category	1 - Regular	ShipTo Address Code	04-193	BillTo Address Code 04			
Report Reference A	<i>no value</i>	Delivery Options			Billing Options		
Report Reference B	<i>no value</i>	Emergency (attach justification) x			Accounting Date 11/1/2019		
Sole Source (attach justification)	x	Ship Via Best Carrier-Best Way			Payment Terms 0, Net 30		
Contract Number	PVAMU RFP-715-18	Requested Delivery Date			FOB / FREIGHT Destination		
Start Date	<i>no value</i>	Buyer Information			Pre-Pay & Add x		
End Date	<i>no value</i>	Buyer	Buyer Email	Buyer Phone Number	Special Payment Method <i>no value</i>		
Trade-In	x	kke - Elkins, Kimberly CC04	kelkins@tarleton.edu	254.968.9217			
Create Asset Manually	x	Report Codes-1					
Add to Asset Number	<i>no value</i>	Order Type	USAS One	USAS Two	LDT Code		
Cost Receipt Required	✓	HiEd Higher Ed	9 - Exempt, with legal cite	no value	65 Purchases made by an Institution of Higher Education		
Rush the Pymt Process	x	Report Codes-2					
Contact Information							
Owner Name	Julia Price						
Owner Phone	+1 254-968-9577						
Owner Email	JPRICE@TARLETON.EDU						

Contract Workforce	X
State Order Number	<i>no value</i>
Non-Compliant	X
Basis of Award	Utilization of Existing Contract – TAMU or other TAMUS Member
Bypass Dept Allocator	Yes

Distribution Information		Supplier Information	
Distribution Methods		Supplier Information	
The system will distribute purchase orders using the method(s) indicated below:		Contract	<i>no value</i>
Email (HTML Attachment)	mollymurphy@blankcanvasportfolio.com	Account Code	
Distribution Options		Pricing Code	
Supplier Terms and Conditions		Quote number	
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 Tarleton State University's Department of Procurement Services prior to shipping.	Note to Supplier	<i>no note</i>
		Attachments for supplier	
		PO Clauses	
		001 No Collect Freight Charges Acc...	
		350 TSU - Vendor PO Conditions	

Accounting Codes								
Fiscal Year	Member ID	Department Code	Account Code	Report Reference C	Report Reference D	Object Code	Class Code	Special Routing1
2020	04 Tarleton State University	04-MKTCO 04-Marketing and Communications	04-200158-00000 Publications/Graphic Design - Local	<i>no value</i>	<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   Graphic design of various brochures, advertisements, postcards, booklets, etc. PO#2	NA	EA	20,000.00 USD	1 EA	20,000.00 USD	
	Taxable	✓	Requisition Number	125385287		
	Capital Expense	X	External Note	<i>no note</i>		

Commodity Code

82140000

Graphic design | 5670

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

20,000.00

Shipping

0.00

Handling

0.00

Total

20,000.00 USD