


PO Summary - [AB0551882](#)

PO/Reference No. AB0551882
 Supplier BEST PRESS INC

General Information		Shipping Information			Billing/Payment	
PO/Reference No.	AB0551882	Ship To			Bill To	
Revision No.	0	Attn: Logan Allen			Tarleton State University-	
Supplier Name	BEST PRESS INC 	Central Receiving			Accts Payable	
Address	4201 AIRBORN DR ADDISON, TX 750015183 US	Bldg 508			***Do Not Mail Invoice***	
Phone	+1 972-930-1000	201 Saint Felix St			Email invoices to	
Supplier Fax No.	+1 972-930-1010	Stephenville, TX 76401			invoices@tarleton.edu	
Purchase Order Date	7/27/2020	United States			Box T-0120	
Total	32,354.00 USD	ShipTo Address Code	04-001		Stephenville, TX 76402	
Requisition Number	133911355	Delivery Options			United States	
Owner Business Unit	04-Tarleton State University (04)	Emergency (attach justification) X			BillTo Address Code 04	
Order Category	1 - Regular	Ship Via Best Carrier-Best Way			Billing Options	
Report Reference A	<i>no value</i>	Requested Delivery Date			Accounting Date 7/20/2020	
Report Reference B	<i>no value</i>	Buyer Information			Payment Terms 0, Net 30	
Sole Source (attach justification)	X	Buyer	Buyer Email	Buyer Phone Number	FOB / FREIGHT Destination	
Contract Number	<i>no value</i>	dew - Whitten,	whitten@tarleton.edu	254.968.9614	Pre-Pay & Add X	
Start Date	<i>no value</i>	Donald			Special Payment Method <i>no value</i>	
End Date	<i>no value</i>	CC04				
Trade-In	X	Report Codes-1				
Create Asset Manually	X	Order Type	USAS One	USAS Two	LDT Code	
Add to Asset Number	<i>no value</i>	<i>no value</i>	<i>no value</i>	<i>no value</i>	<i>no value</i>	
Cost Receipt Required	✓	Report Codes-2				
Rush the Pymt Process	X	Contract Workforce	X			
		State Order Number	<i>no value</i>			
		Non-Compliant	X			
		Basis of Award	Competitively Bid – TX Education Code 51.9335			
Contact Information						
Owner Name	Logan Allen					
Owner Phone						
Owner Email	LALLEN@TARLETON.EDU					

Bypass Dept Allocator Yes

Distribution Information

Distribution Methods

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

Email (HTML Attachment) admin@bestpress.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 Tarleton State University's Department of Procurement Services prior to shipping.

Supplier Information

Supplier Information

Contract no value

Account Code

Pricing Code

Quote number

Note to Supplier no note

Attachments for supplier

↓ Tarleton Viewbook...

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-RECRT-00001 04-Recruiting and School Relations	04-200801-00000 General Publications- Enrollment & I	no value	no value	no value	no value	L Local

Line Item Details

Product Description	Catalog No	Size / Packaging	Unit Price	Quantity	Ext. Price
1 ✓ University Viewbook 2020; Qty: 45,000 📄 📤	NA	EA	32,354.00 USD	1 EA	32,354.00 USD
	Taxable ✓		Requisition Number	133911355	
	Capital Expense ✗		External Note	no note	
	Commodity Code	82121500 Printing 5616	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	32,354.00
Shipping	0.00
Handling	0.00

Total	32,354.00 USD
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