



Stephen F. Austin State University

Member of The University of Texas System

Procurement and Business Services
Nacogdoches, Texas 75962-3030

Supplier: Phone (936) 468-2206 * Fax (936) 468-4282

Complete Supply
13821 Diplomat Dr
Farmers Branch TX 75234-8813

PO Number: **P2500453**

PO Date: **09/01/24**

Delivery Date: **08/31/25**

**CONFIRM RECEIPT OF PURCHASE ORDER AND
ACCEPTANCE OF DELIVERY DATE
BY EMAILING PURCHASE@SFASU.EDU.**

kilgore@c-supply.com

Send Billing Invoice to:

Stephen F. Austin State University
P.O. Box 6085
Nacogdoches, TX 75962-6085
ATTN: Accounts Payable

Ship to:

Jakey Sampson
Central Stores
Receiving Dock CTR Stores
1924 N. University Dr.
SFA Box 13031
Nacogdoches TX 75965

Terms: Net 30

FOB: Destination Prepaid

**PURCHASE ORDER NO. MUST APPEAR ON ALL
SHIPPING DOCUMENTS AND INVOICES**

Item	Description	Quantity	Unit Cost	Total Cost
1	BuyBoard Contract #649-21 ---- Quantity and units shown are estimates for internal purposes only. Payment shall be made only for actual goods or services received. ---- Orders will be placed as-needed by Jakey Sampson, SFA Central Stores Manager. 000P48511A JANITORIAL SUPPLIES, ALL TYPES Provide various supplies for the Central Stores department as needed during the period: 9/1/2024 - 8/31/2025	70,000.00 EA	1.0000	70,000.00

Purchaser: LaDonna OHara (936) 4684584

ADDITIONAL CHARGE:

Vendor ID: **20434360** Collegiate Licensed:

DISCOUNT/TRADE-IN:

Req No: **R0081778** Employee/Employee Relationship:

TOTAL: CONTINUED

Blanket Order:

HUB Status: **Female Woman Owned** Purchase Class: **Cooperative Purchase**

Vendor Warrant Hold process runs nightly and terminates any vendors on hold. Vendor EPLS status verified by Purchaser.

156001-30210-773000 \$70,000.00



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Item	Description	Quantity	Unit Cost	Total Cost
	---- ONLY the following personnel are authorized to make purchases: - Jakey Sampson			

Purchaser: LaDonna OHara (936) 4684584
 Vendor ID: **20434360** Collegiate Licensed:
 Req No: **R0081778**
 Blanket Order: Employee/Employee Relationship:

ADDITIONAL CHARGE: .00
DISCOUNT/TRADE-IN: .00
TOTAL: 70,000.00

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