



COLLIN COUNTY

Office of the Purchasing Agent
2300 Bloomdale Road
Suite 3160
McKinney, Texas 75071
www.collincountytx.gov

March 16, 2023

Unique Digital Technology, LLC
10595 Westoffice Dr.
Houston, TX 77042

RE: Award of 2023-243, Dell Technologies Systems through DIR contract DIR-TSO-3763 & DIR-TSO-4299

Dear Caitlin Matheny:

Collin County has awarded the above referenced solicitation to your company per Court Order No. _____. It is understood all terms, conditions, and prices will be held firm as per your response to the solicitation. This is a fixed price contract for the purchase of Dell Technologies Systems. The contract term is June 4, 2023 through and including June 3, 2024.

This is a notification only. Purchase orders will be issued on an as-needed basis. The delivery address for orders will be printed on each purchase order issued.

A purchase order is required for all products or services ordered. Do not deliver any products or perform any services without a purchase order.

Invoices should be e-mailed to the Collin County Auditor's office at accountspayable@collincountytx.gov and to the department contact, Greg Elliott, at gelliott@co.collin.tx.us. Please ensure that the appropriate purchase order number is on all invoices.

Please acknowledge receipt of this letter, as indicated below, and e-mail it to Ruyue Ding at rding@co.collin.tx.us.

NAME

DATE

SIGNATURE

TITLE

Thank you for your interest in serving our needs. We look forward to a successful business relationship. If you have any further questions, please contact me at 972-548-4115 or rding@co.collin.tx.us.

Sincerely,

Ruyue Ding
Buyer II

Copy to:
File