



COLLIN COUNTY

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

March 13, 2024

Charm-Tex, Inc
1618 Coney Island Avenue
Brooklyn, NY 11230

RE: Award of Cooperative Quote 2024-270 Bunk Beds for Collin County Adult Detention Facility through BuyBoard# 669-22

Dear Tricia Valdez:

Collin County has awarded the above referenced solicitation to your company as the supplier per Court Order No. _____. It is understood all terms, conditions, and prices will be held firm as per your response and the Terms and Conditions of the Cooperative. This contract is to provide to the County's Adult Detention Facility for the purchase of Bunk Beds for the County (2024-270). This is a fixed price contract for the purchase of Bunk Beds for the County.

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(s), Brad Harris at bjharris@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 email it to Cory Rogers at curogers@co.collin.tx.us or fax to 972-548-4694.

_____	_____
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) 548-4113 or curogers@co.collin.tx.us.

Sincerely,

Cory Rogers
Senior Buyer

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