



Team Georgia Marketplace™



Sample Purchase orders from State of
Georgia Agencies

Sample PeopleSoft Purchase order from State Agencies

Purchase Order



Ship To: DHS-OCSS

OCSS-Atlanta
1526 E Forrest Ave Ste 300
East Point, GA 30344

Vendor: 0000013755
SOUTHERN COMPUTER WAREHOUSE INC
P O BOX 745102
ATLANTA, GA 30374

Purchase Order 42700-401-[REDACTED]	Type SWCC	Date 03/07/2018	Revision	Page 1
Payment Terms Net 30	Freight Terms Destination		Ship Via COMMON	
Buyer / Phone: [REDACTED]				

Bill To: DHS-DCSS Region 7 Office
106 S. Green Street
Swainsboro, GA 30401

Line-Sch	Item	Description	Quantity	UOM	PO Price	Extended Amt	Due Date
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The State of Georgia Contract Terms and Conditions are applicable to this order. They can be viewed at:
<http://doas.ga.gov/assets/State%20Purchasing/NEADocumentLibrary/GAStandardTerms-ConditionsforSuppliers.pdf>

1-1	20775	V196HQL Ab 18.5H 16:9 5ms 100000000:1 Max (ACM) 200nits LED 1xVGA US PA PA MPRII Black V.cable x1	4.0000	EA	70.0100	280.04	03/07/2018
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Mfg/Model: ACR-UM.XV6AA.A01

Contract ID: 99999-SPD-SPD0000021-0005


Item Total 280.04

Total PO Amount 280.04

All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number. Overshipments will not be accepted unless authorized by Buyer prior to shipment.



Sample Purchase order from our catalog management system



Team Georgia Marketplace
Department of Administrative Services
 The State of Georgia
 200 Piedmont Avenue
 Atlanta, GA 30334

Purchase Order		
Purchase Order Date	PO/Reference No.	Revision No.
Mar 15, 2018	42700. [REDACTED]	0
Buyer Information		
Contact	[REDACTED]	
Email	[REDACTED]	
Phone	[REDACTED]	
Buyer's Name	no value	
Buyer's Email	no value	
Buyer's Phone	no value	

Order acceptance instructions:

The State of Georgia Contract Terms and Conditions are applicable to this order. They can be viewed at: <http://statepurchasing.doas.georgia.gov> - Select Vendor Services, then Vendor Tools, then Terms and Conditions. State agencies are exempt from sales tax under OCGA 48-8-3(1). Tax Exempt ID: 56700047K

Billing Information	Delivery Information	Supplier Information
Charge to PO Listed Above Quote number	Delivery Address State of Georgia S OCSS-Atlanta Attr: [REDACTED] DHS-OCSS OCSS-Atlanta 1526 E Forest Ave Ste 300 East Point, GA 30344 US US Ship To Address Code [REDACTED] Delivery Information Requested Delivery Date Expedite No Ship Via Best Carrier-Best Way	Supplier Information Supplier Name SOUTHERN COMPUTER WAREHOUSE INC Address 1395 S. Marietta Parkway Building 300 - Suite 106 Marietta, GA 30067 US Duns No. 809776532 Phone +1 770-579-8927 Fax +1 770-579-8937 F.O.B. Payment Terms Contract Number no value

Shipping Instructions
Supplier Terms and Conditions

Line No.	Product Description	Catalog No.	Size / Packaging	Unit Price	Quantity	Ext. Price
1 of 1	V19HQQL Ab 18.5H 16.9 Sm 1000000001 Max(ACM) 200mts LED 1xVGA US PA PA MPR Black V.cable x1	ACR-UM.XV5AA.A01	1/EA	70.01 USD	4 EA	280.04 USD
	Taxable No Capital Expense No PO Clauses Refer below	Manufacturer Name ACER				

Shipping, Handling and Tax charges are calculated and charged by each supplier. Total **280.04 USD**

Billing Address

State of Georgia
 S DCSS Region 7 Office
 Department of Human Services

 DHS-DCSS Region 7 Office
 106 S. Green Street
 Swainsboro, GA 30401
 US US

PO Terms
There are no clauses associated with this Purchase Order.

Excel file sample sent out to all suppliers every Friday:

This file includes the changes made to ship to locations for any agency in last week. All suppliers get master ship to location file during the initial set up.

SetID	Location	Action	Date/Time	Descr	Address 1	Address 2	Address 3	City	St	Postal	Bill Addr	Address 1	Address 2	Address 3	City	St	Postal
46200	PO	A	3/5/2018 10:54														
46200	PO	C	3/5/2018 10:55														
46200	PO	A	3/5/2018 10:57														
46200	PO	A	3/5/2018 10:59														
46200	PO	A	3/5/2018 11:04														
46200	PO	C	3/5/2018 11:31														
46200	PO	C	3/5/2018 11:01														
47700	PO	A	3/6/2018 11:23														
48400	PO	C	3/8/2018 12:17														
48400	PO	A	3/8/2018 12:17														