



Texas Department of Motor Vehicles
Business Unit # 60800
Purchase Order # 0000004802
Purchase Order Change Notice (# 1)

Payment Terms: **NET30** Freight Terms: **PREPAY AND ADD** Ship Via: **VNDR** PCC: **A** Date: **01/31/18** PO Method: **AT** Dispatch: **Dispatch Via Print** Rev Dt: **02/02/18**

PLEASE NOTE: ADDITIONAL TERMS AND CONDITIONS MAY BE LISTED AT THE END OF THE PURCHASE ORDER.

Vendor: TIBH INDUSTRIES INC
 1011 E 53RD 1/2 ST
 AUSTIN TX 787511703
 United States

Ship To: 1P00 - TxDMV Warehouse
 4000 Jackson Avenue
 Austin TX 78731
 United States

Vendor ID: 1741976051 1

Bill To: 4000 Jackson Avenue
 Austin TX 78731
 United States

Purchaser: Rodrigo Garcia
Phone:
Fax:
Email: Rodrigo.Garcia@txdmv.gov

Fax:
Email: DMV_FIN-INVOICES@TxDMV.gov

PO Information:

Payment:

Payment will be made in accordance with the Texas Prompt Payment Act, TGC, Subtitle F, Chapter 2251. Vendor shall submit one copy of a correct itemized invoice showing the purchase order number, payee ID., remit to address, and phone number on invoice. Vendors may submit an electronic invoice. All electronic invoices shall be sent to DMV_FIN-INVOICES@txdmv.gov (note: There is an underscore "_" between DMV and FIN). All invoices received at the email address will be filed for future reference and you will receive a receipt confirmation email. To avoid the confusion of duplicate invoices, please do not send other copies of this invoice via regular mail, fax or other means. On emails for electronic invoices, include the company name (as it appears on the invoice) and the purchase order number in the subject line to assist in identifying and processing your invoices in a timely manner. TxDMV will not incur any penalty for late payment if payment is made in 30 days or less from receipt of goods or services and a correct invoice, which-ever is later.

Note: warrants will not be issued to a vendor without a current Texas Identification Number.

Change Orders:

Change orders will be allowed only if unforeseen conditions arise such as, but not limited to, increasing or decreasing quantities or if the department needs dictate changes. All changes shall be in the scope of original work. No verbal change orders shall be permitted. All change orders must be in writing with a Purchase Order Change Notice (POCN) issued by TxDMV Purchasing Section.

POCN# 1 PAR 2-2-2018
 Corrected price on lines 2 3.
 Added Contract Numbers:
 640-A1,620-A1 645-A1

Authorized Signature

Paula Ramsey, CTCM, CTPM
 02/02/2018



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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
1- 1	Quarterfold Disposable Wipes, Towels, disposable, quarter-folded, comes in cardboard dispenser box, and for use in dispenser 64085121008	640/85	1.0000	CS	\$58.36000	\$58.36	02/15/2018
						Schedule Total	<input type="text" value="\$58.36"/>
						<u>ReqID:</u> 0000005751	
VTR Front Office						Item Total for Line # 1	<input type="text" value="\$58.36"/>
2- 1	Pen, Ball Pt Retr Trans Barr, Med Red 62080172604	620/80	1.0000	DOZ	\$6.06000	\$6.06	02/12/2018
						Schedule Total	<input type="text" value="\$6.06"/>
						<u>ReqID:</u> 0000005751	
VTR Front Office						Item Total for Line # 2	<input type="text" value="\$6.06"/>
3- 1	Copy Paper, Recycled, White 8.5" x 11", TIBH, # 64521210100-1	645/21	10.0000	CS	\$37.52000	\$375.20	02/20/2018
						Schedule Total	<input type="text" value="\$375.20"/>
						<u>ReqID:</u> 0000005751	
VTR Front Office						Item Total for Line # 3	<input type="text" value="\$375.20"/>
						Total PO Amount	<input type="text" value="\$439.62"/>

All Shipments, Shipping papers, invoices and correspondence must be identified with our Purchase Order Number. Over shipments will not be accepted unless authorized by Purchaser prior to Shipment.

Authorized Signature
Paula Kausey, CTM, CTPM
 02/02/2018



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Texas Department of Motor Vehicles Standard Terms and Conditions can be found at: <http://www.txdmv.gov/contractors-vendors>

Authorized Signature

Paula Kausy CTCM, CTPM
02/02/2018