Texas Department of Motor Vehicles
Business Unit # 60800
Purchase Order # 0000006140

Payment Terms: **NET30** Freight Terms: **PREPAY AND ADD** Ship Via: **Vendor Delivery Serv** PCC: **E** Date: **11/06/18** PO Method: **DG** Dispatch: **Dispatch Via Print** Rev Dt:

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

Vendor: P D MORRISON ENTERPRISES INC
DBA PDME INC
BUILDING 2 STE 208
1120 TORO GRANDE DR
CEDAR PARK TX 786136974
United States

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

Bill To: 4000 Jackson Avenue
Austin TX 78731
United States

Vendor ID: 1742695260 6

Purchaser: Shawn C Goodnight
Phone: 512/465-4197
Fax: 512/465-5641
Email: Shawn.Goodnight@txdmv.gov

Fax:
Email: DMV_FIN-INVOICES@TxDMV.gov

PO Information:

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Quantity(ies):
Quantities are estimated: TxDMV does not guarantee to purchase any minimum or maximum quantity. TxDMV reserves the right to increase or decrease the quantity(ies) of the purchase order at the same original terms and conditions. The vendor will be notified in writing by purchase order change notice of any requirements for any increased or decreased quantity(ies).
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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.
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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.
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Vendor shall place purchase order number on each carton and shipping label.

Per State of Texas pricing.

TxDMV Contact:
Jennifer.Whittaker
Jennifer.Whittaker@TxDMV.gov
(512) 465-1386

PDME Contact:
Anna Vargas
avargas@pdme.com

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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
1- 1	Adjustable Cubicle Hangers, Black, Set of Two- SKU: UNV08173	450/36	1.0000	EA	$5.46000	$5.46	11/14/2018
					Schedule Total	$5.46	
				ReqID: 0000006966			
Could not find in WorkQuest; these are from PDME. (See attached)							
					Item Total for Line # 1	$5.46	
2- 1	File Folders, 1/2 cut, 2-Ply Top Tab, Letter, Manila, 100/Box - SKU UNV16112	615/45	3.0000	BOX	$12.43000	$37.29	11/14/2018
					Schedule Total	$37.29	
				ReqID: 0000006966			
					Item Total for Line # 2	$37.29	
3- 1	File Tabs, 2 x 1 1/2, Assorted Pastel, 24/Pack - SKU: MMM686-PWAV	615/39	3.0000	PAK	$2.52000	$7.56	11/14/2018
					Schedule Total	$7.56	
				ReqID: 0000006966			
					Item Total for Line # 3	$7.56	

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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
4- 1	File Tabs, 2 x 1 1/2, Aqua/Lime/Red/Yellow, 24/Pack - SKU: MMM686-ALYR	615/39	3.0000	PAK	$2.52000	$7.56	11/14/2018
					Schedule Total	$7.56	
				ReqID: 0000006966			
					Item Total for Line # 4	$7.56	
5- 1	Label Dividers, Print and Apply Index Maker Clear Label Dividers, 8 Color Tabs, Letter, 5 Sets - SKU: AVE11419	615/39	3.0000	PAK	$21.66000	$64.98	11/14/2018
					Schedule Total	$64.98	
				ReqID: 0000006966			
					Item Total for Line # 5	$64.98	
6- 1	T5440 Dater Replacement Ink Pad, 1 1/8 x 2, Black - SKU: USSP5440BK	615/77	10.0000	EA	$3.82000	$38.20	11/14/2018
					Schedule Total	$38.20	
				ReqID: 0000006966			
					Item Total for Line # 6	$38.20	

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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
7- 1	Dry Erase Magnetic Tape Strips, White, 6" x 7/8", 25/Pack - SKU: BVC FM2518	785/15	1.0000	PAK	$19.86000	$19.86	11/14/2018
					Schedule Total		$19.86
					ReqID: 0000006966		
					Item Total for Line # 7		$19.86
8- 1	File Folders, 1/3 Cut Single-Ply Top Tab, Letter, Assorted, 100/Box - SKU: UNV10506	615/45	2.0000	BOX	$12.24000	$24.48	11/14/2018
					Schedule Total		$24.48
					ReqID: 0000006966		
					Item Total for Line # 8		$24.48
					Total PO Amount		$205.39

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.

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