



**Texas Department of Motor Vehicles  
Business Unit # 60800  
Purchase Order # 0000006263**

Payment Terms: **NET30** Freight Terms: **PREPAY AND ADD** Ship Via: **VNDR** PCC: **E** Date: **12/04/18** 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:** V QUEST OFFICE MACHINES & SUPPLIES LTD  
PO BOX 157  
WEIR TX 786740157  
United States

**Ship To:** See Detail Below

**Vendor ID:** 1743085130 7

**Bill To:** 4000 Jackson Avenue  
Austin TX 78731  
United States

**Purchaser:** Monica C Hernandez  
**Phone:**  
**Fax:**  
**Email:** Monica.Hernandez@txdmv.gov

**Fax:**  
**Email:** DMV\_FIN-INVOICES@TxDMV.gov

**PO Information:**

**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.

**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.

Per State of Texas pricing

**Vendor Contact:**

Mark Jermstad  
mark.jermstad@v-questtx.com

Authorized Signature

*Monica C. Hernandez* 12/04/2018



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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
1- 1	KCC21271 Kleenex Boutique Facial Tissue - 2 Ply - White - Fiber - Soft - For Restroom - 95 Sheets Per Box - 6 / Pack	640/50	2.0000	PKG	\$10.44000	\$20.88	12/18/2018
	Ship To: 1P01 4210 N. Clack Abilene TX 79601 United States						
						Schedule Total	\$20.88
					ReqID: 0000007079		
	Donna Wright Donna.Wright@txdmv.gov					Item Total for Line # 1	\$20.88
2- 1	HEWCF226X HP 26X Original Toner Cartridge - Single Pack - Laser - High Yield - 9000 Pages - Black - 1 Each	207/72	5.0000	EA	\$167.99000	\$839.95	12/18/2018
	Ship To: 1P00 4000 Jackson Avenue Austin TX 78731 United States						
						Schedule Total	\$839.95
					ReqID: 0000007055		
	Stacey Cullen Stacey.Cullen@txdmv.gov					Item Total for Line # 2	\$839.95

Authorized Signature

*Monica C. Hernandez* 12/04/2018



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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
3- 1	HEWQ5942X HP 42X Original Toner Cartridge - Single Pack - Laser - 20000 Pages - Black	207/72	5.0000	EA	\$235.99000	\$1,179.95	12/18/2018
Ship To:		1P00					
		4000 Jackson Avenue Austin TX 78731 United States					
						Schedule Total	\$1,179.95
						ReqID:	0000007055
Stacey Cullen Stacey.Cullen@txdmv.gov						Item Total for Line # 3	\$1,179.95

Total PO Amount \$2,040.78

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.

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

Authorized Signature  
*Norvin C. Hernandez*  
12/04/2018