Texas Department of Motor Vehicles
Texas SmartBuy
Business Unit # 60800
Purchase Order # 0000006315

Payment Terms: **NET30** Freight Terms: **PREPAY AND ADD** Ship Via: **VNDR** PCC: **A** Date: **12/13/18** PO Method: **AT** Dispatch: **Dispatch Via Print** Rev Dt:

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

Vendor: WORKQUEST
1011 E 53rd St
AUSTIN TX 78751
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: 1741976051 1

Purchaser: David J Moran
Phone: 512/465-4180
Fax:
Email: David.Moran@txdmv.gov

Fax:
Email: DMV_FIN-INVOICES@TxDMV.gov

PO Information:

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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.
Vendor shall place purchase order number on each carton and shipping label.

TxSmartBuy purchase order #19046081 attached.

Per State of Texas contract pricing, contract #615-A1, 620-A1

TxDMV Contact:
Victoria Nichols
Victoria.Nichols@TxDMV.gov
(512) 465-4001

TIBH Contact:
Audrey Cedillo
smartbuy@tibh.org
(512) 451-8145

Rodrigo Garcia

Authorized Signature

12/13/2018

Texas Department of Motor Vehicles
Texas SmartBuy
Business Unit # 60800
Purchase Order # 0000006315

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
1- 1	Pencil, Mechanical, 0.7mm Lead, Black Barrel CC# 62060162005	620/60	3.0000	DOZ	$23.22000	$69.66	01/14/2019

Schedule Total $69.66

ReqID:
0000007124

Contract: 620-A1
Contract Type: Term
Delivery ARO (days): 30
Delivery Date: 1/14/2019

Item Total for Line # 1 $69.66

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
2- 1	Self Stick Note Pad, 3" x 3", Yellow,100 Sheets/Pad, 12 Pads/Pkg CC# 61562384000	615/62	4.0000	PKG	$9.39000	$37.56	12/27/2018

Schedule Total $37.56

ReqID:
0000007124

Contract: 615-A1
Contract Type: Term
Delivery ARO (days): 14
Delivery Date: 12/27/2018

Item Total for Line # 2 $37.56

Authorized Signature

Rodrigo Garcia

12/13/2018

Texas Department of Motor Vehicles
Texas SmartBuy
Business Unit # 60800
Purchase Order # 0000006315

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
3- 1	Self Stick Note Pad, 3" x 5", Yellow,100 Sheets/Pad, 12 Pads/Pkg, CC# 61562384315	615/62	4.0000	PKG	$11.92000	$47.68	12/27/2018

Schedule Total $47.68

ReqID:
0000007124

Contract: 615-A1
Contract Type: Term
Delivery ARO (days): 14
Delivery Date: 12/27/2018

Item Total for Line # 3 $47.68

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
4- 1	Self Stick Note Pad, 1.5" x 2", 100Sheet/Pad, 12 Pads/Pkg CC# 61562381501	615/62	4.0000	PKG	$4.58000	$18.32	12/27/2018

Schedule Total $18.32

ReqID:
0000007124

Contract: 615-A1
Contract Type: Term
Delivery ARO (days): 14
Delivery Date: 12/27/2018

Item Total for Line # 4 $18.32

Authorized Signature Rodrigo Garcia

12/13/2018

Texas Department of Motor Vehicles
Texas SmartBuy
Business Unit # 60800
Purchase Order # 0000006315

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
5- 1	Self Stick Flags, 1" x 1.7", 50 Flags/Dispenser, 2 Disp/100 Flags/Pkg. CC# 61593423702	615/93	12.0000	PKG	$3.06000	$36.72	12/27/2018

Schedule Total $36.72

ReqID:
0000007124

Attribute 1: 61593423702-4 Purple
Contract: 615-A1
Contract Type: Term
Delivery ARO (days): 14
Delivery Date: 12/27/2018

Item Total for Line # 5 $36.72

6- 1	Highlighter, Wedge Tip, 12 Each CC# 62090361007	620/90	2.0000	DOZ	$6.49000	$12.98	12/27/2018

Schedule Total $12.98

ReqID:
0000007124

Attribute 1: 62090363003-Yellow
Contract: 620-A1
Contract Type: Term
Delivery ARO (days): 14
Delivery Date: 12/27/2018

Item Total for Line # 6 $12.98

Rodrigo Garcia

Authorized Signature

12/13/2018

Texas Department of Motor Vehicles
Texas SmartBuy
Business Unit # 60800
Purchase Order # 0000006315

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
7- 1	Highlighter, Wedge Tip, 12 Each CC# 62090361007	620/90	3.0000	DOZ	$6.49000	$19.47	12/27/2018

Schedule Total $19.47

ReqID:
0000007124

Attribute 1: 62090366006-Orange
Contract: 620-A1
Contract Type: Term
Delivery ARO (days): 14
Delivery Date: 12/27/2018

Item Total for Line # 7 $19.47

8- 1	Highlighter, Wedge Tip, 12 Each CC# 62090361007	620/90	2.0000	DOZ	$6.49000	$12.98	12/27/2018

Schedule Total $12.98

ReqID:
0000007124

Attribute 1: 62090362005Green
Contract: 620-A1
Contract Type: Term
Delivery ARO (days): 14
Delivery Date: 12/27/2018

Item Total for Line # 8 $12.98

Rodrigo Garcia

Authorized Signature

12/13/2018

Texas Department of Motor Vehicles
Texas SmartBuy
Business Unit # 60800
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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
9- 1	Highlighter, Wedge Tip, 12 Each CC# 62090361007	620/90	3.0000	DOZ	$6.49000	$19.47	12/27/2018

Schedule Total $19.47

ReqID:
0000007124

Attribute 1: 62090364001-Pink
Contract: 620-A1
Contract Type: Term
Delivery ARO (days): 14
Delivery Date: 12/27/2018

Item Total for Line # 9 $19.47

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
10- 1	Highlighter, Wedge Tip, 12 Each CC# 62090361007	620/90	2.0000	DOZ	$6.49000	$12.98	12/27/2018

Schedule Total $12.98

ReqID:
0000007124

Attribute 1: 62090361007Blue
Contract: 620-A1
Contract Type: Term
Delivery ARO (days): 14
Delivery Date: 12/27/2018

Item Total for Line # 10 $12.98

Authorized Signature Rodrigo Garcia

12/13/2018

Texas Department of Motor Vehicles
Texas SmartBuy
Business Unit # 60800
Purchase Order # 0000006315

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
11- 1	Pen, Ballpoint, Retractable, SoftGrip, Rocket EZ CC# 62080171002	620/80	3.0000	DOZ	$6.06000	$18.18	12/24/2018

Schedule Total $18.18

ReqID:
0000007124

Attr ibute 1: Medium Black
62080172000
Contract: 620-A1
Contract Type: Term
Delivery ARO (days): 10
Delivery Date: 12/24/2018

Item Total for Line # 11 $18.18

Total PO Amount $306.00

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 Rodrigo Garcia

12/13/2018

Purchase Order

PO No. 19046081

Order Date: 12/13/2018
Internal Tracking No.: 0000006315

Contractor Info
WorkQuest (formerly TIBH)
17419760511
1011 East 53 1/2 Street
Austin, TX 78751

(512) 451-8145

Bill To
4000 JACKSON AVENUE
AUSTIN TX 78731

Ship To
Texas Department Of Motor Vehicles - 608
4000 JACKSON AVENUE
AUSTIN TX 78731

NOTE TO CONTRACTOR: TxDMV Contact:
Victoria Nichols
Victoria.Nichols@TxDMV.gov
(512) 465-4001

Disclaimer
The State of Texas is exempt from all Federal Excise Taxes except as noted in each contract.
STATE AND CITY SALES TAX EXEMPTION CERTIFICATE:
The undersigned claims an exemption from taxes under Texas Tax Code, Section 151.309(4), for purchase of tangible personal property described in this numbered order, purchased from contractor and/or shipper listed above, as this property is being secured for the exclusive use of the State of Texas, or a Texas County, City, Special District, or Other Political Subdivision.

Bobby Pounds

Texas Comptroller of Public Accounts – Statewide Procurement Division

Agency	Purchaser	Email	Phone
Texas Department Of Motor Vehicles - 608	David Moran	David.Moran@TxDMV.gov	(512) 465-4180

Line #	NIGP Code	Commodity Code/ Supplier Part #	Item	QTY	UOM	Unit Price	Extended Price
1	62060	62060162005	**Pencil, Mechanical, 0.7mm Lead, Black Barrel, Plus Freight Order Less Than $25** Contract: 620-A1 Contract Type: Term Delivery ARO (days): 30 Delivery Date: 1/14/2019	3	DOZ	23.22	$69.66
2	61562	61562384000	**Self Stick Note Pad, 3" x 3", Yellow, 100 Sheets/Pad, 12 Pads/Pkg, Plus Freight Order Less Than $25** Contract: 615-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 12/27/2018	4	PKG	9.39	$37.56

Purchase Order

PO No. 19046081

Order Date: 12/13/2018

Internal Tracking No.: 0000006315

Line #	NIGP Code	Commodity Code/ Supplier Part #	Item	QTY	UOM	Unit Price	Extended Price
3	61562	61562384315	**Self Stick Note Pad, 3" x 5", Yellow, 100 Sheets/Pad, 12 Pads/Pkg, Plus Freight Order Less Than $25** Contract: 615-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 12/27/2018	4	PKG	11.92	$47.68
4	61562	61562381501	**Self Stick Note Pad, 1.5" x 2", 100 Sheet/Pad, 12 Pads/Pkg, Plus Freight Less Than 12 Pkg** Contract: 615-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 12/27/2018	4	PKG	4.58	$18.32
5	61593	61593423702	**Self Stick Flags, 1" x 1.7", 50 Flags/ Dispenser, 2 Disp/100 Flags/Pkg., Plus Freight Less Than 1 Dozen** Attribute 1: 61593423702-4 Purple Contract: 615-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 12/27/2018	12	PKG	3.06	$36.72
6	62090	62090361007	**Highlighter, Wedge Tip, 12 Each, Plus Freight Order Less Than $25** Attribute 1: 62090363003-Yellow Contract: 620-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 12/27/2018	2	DOZ	6.49	$12.98
7	62090	62090361007	**Highlighter, Wedge Tip, 12 Each, Plus Freight Order Less Than $25** Attribute 1: 62090366006-Orange Contract: 620-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 12/27/2018	3	DOZ	6.49	$19.47
8	62090	62090361007	**Highlighter, Wedge Tip, 12 Each, Plus Freight Order Less Than $25** Attribute 1: 62090362005–Green Contract: 620-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 12/27/2018	2	DOZ	6.49	$12.98

Purchase Order

PO No. 19046081

Order Date: 12/13/2018

Internal Tracking No.: 0000006315

Line #	NIGP Code	Commodity Code/ Supplier Part #	Item	QTY	UOM	Unit Price	Extended Price
9	62090	62090361007	**Highlighter, Wedge Tip, 12 Each, Plus Freight Order Less Than $25** Attribute 1: 62090364001-Pink Contract: 620-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 12/27/2018	3	DOZ	6.49	$19.47
10	62090	62090361007	**Highlighter, Wedge Tip, 12 Each, Plus Freight Order Less Than $25** Attribute 1: 62090361007–Blue Contract: 620-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 12/27/2018	2	DOZ	6.49	$12.98
11	62080	62080171002	**Pen, Ballpoint, Retractable, Soft Grip, Rocket EZ, Plus Freight Order Less Than $25** Attribute 1: Medium Black 62080172000 Contract: 620-A1 Contract Type: Term Delivery ARO (days): 10 Delivery Date: 12/24/2018	3	DOZ	6.06	$18.18

Total **$306.00**