



Texas Department of Motor Vehicles
Texas SmartBuy
Business Unit # 60800
Purchase Order # 0000006389

Payment Terms: **NET30** Freight Terms: **PREPAY AND ADD** Ship Via: **VNDR** PCC: **A** Date: **01/08/18** 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: WORKQUEST
 1011 E 53rd St
 AUSTIN TX 78751
 United States

Ship To: 1P04 - Beaumont Region
 8550 Eastex Freeway
 Beaumont TX 77708
 United States

Vendor ID: 1741976051 1

Bill To: 4000 Jackson Avenue
 Austin TX 78731
 United States

Purchaser: Sarah Marie Gresham
Phone: 512/465-4199
Fax: 512/465-5641
Email: Sarah.Gresham@txdmv.gov

Fax:
Email: DMV_FIN-INVOICES@TxDMV.gov

PO Information:

Office Supplies for the TxDMV Beaumont Regional Office
 Tx SmartBuy PO #19058131
 CPA Term Contracts: 832-A1, 620-A1, 645-A1

TxDmv Contact:
 Friend Jackson
 (409) 895-3212
 Friend.Jackson@TxDMV.gov

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.

Authorized Signature

Sarah M. Gresham, CTCM, CTCED

01/08/2019



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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
1- 1	Tape - Transparent - Refill - 6 Rolls/Pack - Skilcraft - CC#83220112	600/80	6.0000	PKG	\$5.91000	\$35.46	01/22/2018
						Schedule Total	\$35.46
						ReqID:	0000007120
Contract: 832-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 1/22/2019						Item Total for Line # 1	\$35.46
2- 1	Pen - Stick w/Cap - Ballpoint - Soft Grip Barrel - Medium Point - 12/pak - Blue - CC#62080210701	620/80	2.0000	PAK	\$5.34000	\$10.68	01/22/2018
						Schedule Total	\$10.68
						ReqID:	0000007120
Attribute 1: Blue-62080210800 Contract: 620-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 1/22/2019						Item Total for Line # 2	\$10.68

Authorized Signature

Sarah M. Gresham, CTCM, CTCB

01/08/2019



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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
3- 1	Paper - Bond - Virgin - Premium No. 4 - 20 Lb - 8-1/2" X 11" - CC#64521350054-5	645/21	4.0000	CTN	\$35.76000	\$143.04	01/28/2019
						Schedule Total	<input type="text" value="\$143.04"/>
				<u>ReqID:</u> 0000007120			
Contract: 645-A1 Contract Type: Term Delivery ARO (days): 20 Delivery Date: 1/28/2019						Item Total for Line # 3	<input type="text" value="\$143.04"/>
4- 1	Pen - Rollerball - 0.7mm - Liquid Magnus - 4/Pack - CC#62080511009	620/80	2.0000	PAK	\$8.51000	\$17.02	01/22/2018
						Schedule Total	<input type="text" value="\$17.02"/>
				<u>ReqID:</u> 0000007120			
Attribute 1: Blue-62080511017 Contract: 620-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 1/22/2019						Item Total for Line # 4	<input type="text" value="\$17.02"/>

Authorized Signature

Sarah M. Gresham, CTCM, CTCB

01/08/2019



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
5- 1	Pen - Rollerball - With Cap - Magnus Free - CC#62080181001	620/80	1.0000	PAK	\$15.47000	\$15.47	01/22/2018
						Schedule Total	<input type="text" value="\$15.47"/>
						<u>ReqID:</u> 0000007120	
Attribute 1: 0.5mm Black 62080181001 Contract: 620-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 1/22/2019						Item Total for Line # 5	<input type="text" value="\$15.47"/>
6- 1	Inside Delivery Charge - Paper - CC#64521350054-5	962/86	1.0000	LOT	\$30.00000	\$30.00	01/28/2019
						Schedule Total	<input type="text" value="\$30.00"/>
						Item Total for Line # 6	<input type="text" value="\$30.00"/>
						Total PO Amount	<input type="text" value="\$251.67"/>

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
Sarah M. Gresham, CTCM, CTCB
01/08/2019



Purchase Order

PO No. 19058131

Order Date: 1/8/2019

Internal Tracking No.: 0000006389

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
8550 EASTEX FREEWAY
BEAUMONT TX 77708

NOTE TO CONTRACTOR: TxDMV Contact:

Friend Jackson
(409) 895-3212
Friend.Jackson@TxDMV.gov

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	Sarah Gresham	Sarah.Gresham@TxDMV.gov	(512) 465-4199

Line #	NIGP Code	Commodity Code/ Supplier Part #	Item	QTY	UOM	Unit Price	Extended Price
1	83220	83220112	Tape, Transparent, Refill, 1" x 1000", Core 1", Multi-Purpose, 6/Pack, Freight Order Less Than \$50 Contract: 832-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 1/22/2019	6	PKG	5.91	\$35.46
2	62080	62080210701	Pen, Gel Ink, Stick, Zebra, 4/Set, Plus Freight Order Less Than \$25 Attribute 1: Blue-62080210800 Contract: 620-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 1/22/2019	2	Set	5.34	\$10.68



Purchase Order

PO No. 19058131

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Line #	NIGP Code	Commodity Code/ Supplier Part #	Item	QTY	UOM	Unit Price	Extended Price
3	64521	64521350054-5	Paper, Bond, Virgin, Premium No. 4, 20 Lb., 8-1/2" X 11", 1 TO 39 Ctns. Contract: 645-A1 Contract Type: Term Delivery ARO (days): 20 Delivery Date: 1/28/2019	4	CRTN	35.76	\$143.04
4	64521	64521350054-5	Inside Delivery Charge Delivery Date: 1/28/2019	1	EACH	30.00	\$30.00
5	62080	62080511009	Pen, Rollerball, 0.7mm, Liquid Magnus, 4/Pack, Attribute 1: Blue-62080511017 Contract: 620-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 1/22/2019	2	PKG	8.51	\$17.02
6	62080	62080181001	Pen, Rollerball, With Cap, Magnus Free Ink, Plus Freight Order Less Than \$25 Attribute 1: 0.5mm Black 62080181001 Contract: 620-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 1/22/2019	1	DOZ	15.47	\$15.47

Total \$251.67