



Texas Department of Motor Vehicles
Business Unit # 60800
Purchase Order # 0000006418

Payment Terms: **NET30** Freight Terms: **FOB Destination** Ship Via: **VNDR** PCC: **0** Date: **01/09/19** 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: TEXAS DEPARTMENT OF PUBLIC SAFETY
CRIME RECORDS SERVICE
PO BOX 15999
AUSTIN TX 787615999
United States

Ship To: 1P25 - Wichita Falls
1601-A Southwest Parkway
Wichita Falls TX 76302
United States

Vendor ID: 3405405405 0

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:

Envelopes for the TxDMV Wichita Falls Regional Office.
Reference attached Quote #20180912-001, dated 09/10/2018.
Term Contract: 966-M2 (PSIAC-01-2017)

TxDmv Contact:
Lori Stovall
(940) 235-4816
Lori.Stovall@TxDMV.gov

DPS Print Shop Contact:
Daniel Wilcox
(512) 46-2645
Reprographics@dps.texas.gov

Interagency Agreement Contract Act:
Texas Government Code, Title 7, Chapter 771

The logo to be imprinted on the goods covered by this procurement is copyrighted by TxDMV. The vendor is advised that permission for use of the logo is granted only for meeting the requirements of this procurement. Any person or company wishing to use the logo for other than this purpose must contact the TxDMV Purchasing Section at (512) 465-4193.

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

01/09/2019



Texas Department of Motor Vehicles
Business Unit # 60800
Purchase Order # 0000006418

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
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1- 1	Envelope #10 - Window - White Wove - 24#, Regular Rounded Gummed Flap - 500/Box - Single Sided Printing - Black Ink Only. Term of Service: 1/09/2019 - 2/11/2019	966/31	25.0000	BOX	\$20.00000	\$500.00	02/11/2019
						Schedule Total	<input type="text" value="\$500.00"/>
						<u>ReqID:</u> 0000007173	
Return address to read: TxDMV logo Wichita Falls Regional Service Center 1601-A Southwest Parkway Wichita Falls TX 76302-4906						Item Total for Line # 1	<input type="text" value="\$500.00"/>

Total PO Amount

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
01/09/2019

Texas Department of Public Safety

Print Shop
PO Box 4087
Austin, TX 78773
Phone: 512-46-2645
Fax: 512-424-5753

Quote Number: 20180912-001
Quote Date: 09/10/2018
Contact: Daniel Wilcox
Page 1 of 1
Vendor ID: 34054054050000

Customer Name: Texas Department of Motor Vehicles
4000 Jackson Avenue
Austin, TX 78731
Rodrigo Garcia
512-465-4181

Job Description: TX DMV Envelopes
#9 BRM Envelope, Commodity grade stock with moisture seal
1/0 (K) – Single sided printing, black ink only
Cost per box of 500 envelopes: \$20.00

#10 Envelope, Commodity grade stock with moisture seal
1/0 (K) – Single sided printing, black ink only
Cost per box of 500 envelopes: \$20.00

#10 Window Envelope, Commodity grade stock with moisture seal
1/0 (K) – Single sided printing, black ink only
Cost per box of 500 envelopes: \$20.00

Quote valid: 9/1/18 - 8/31/19
