



Texas Department of Motor Vehicles
Texas SmartBuy
Business Unit # 60800
Purchase Order # 0000006595

Payment Terms: **NET30** Freight Terms: **PREPAY AND ADD** Ship Via: **VNDR** PCC: **A** Date: **02/28/19** 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

Vendor ID: 1741976051 1

Bill To: 4000 Jackson Avenue
 Austin TX 78731
 United States

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

Fax:
Email: DMV_FIN-INVOICES@TxDMV.gov

PO Information:

TxSmartBuy purchase order #19082929 attached.

Per State of Texas contract pricing, contract #615-A1, 620-A1, 785-A1,

TxDMV Contact:
 Renee Israel
 Renee.Israel@TxDMV.gov
 (512) 465-1420

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

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

David Moran
Sarah Gresham

03/01/2019



Texas Department of Motor Vehicles
Texas SmartBuy
Business Unit # 60800
Purchase Order # 0000006595

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
1- 1	Self Stick Note Pad, 3" x 5", Yellow, 100 Sheets/Pad, 12 Pads/Pkg CC# 61562384315	615/62	14.0000	PKG	\$11.92000	\$166.88	03/14/2019
						Schedule Total	\$166.88
				ReqID:	0000007278		
						Item Total for Line # 1	\$166.88
2- 1	Highlighter, Yellow, Pocket, Rubberized Barrel CC# 62090383507	620/90	4.0000	DOZ	\$7.22000	\$28.88	03/07/2019
						Schedule Total	\$28.88
				ReqID:	0000007278		
						Item Total for Line # 2	\$28.88
3- 1	Pen, Gel Ink, 0.7mm, Retractable, Rubber Grip, Zebra Sarasa, 4 Pens/Pack, Attribute 1: Blue- 62080230204 CC# 62080230105	620/80	30.0000	PKG	\$6.08000	\$182.40	03/14/2019
						Schedule Total	\$182.40
				ReqID:	0000007278		
						Item Total for Line # 3	\$182.40

Authorized Signature
Sarah Gresham
Sarah Gresham
03/01/2019



Texas Department of Motor Vehicles
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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
4- 1	Washable foam and plush plie eraser with sturdy plastic outer shell. CC# 78557270853	785/57	6.0000	EA	\$1.75000	\$10.50	03/14/2019
						Schedule Total	\$10.50
						ReqID: 0000007278	
						Item Total for Line # 4	\$10.50
5- 1	Pen Ballpoint, Medium Point, 4.5", Z Grip Max, Attribute 1: Black- 62080151020 CC# 62080151541	620/80	3.0000	DOZ	\$10.60000	\$31.80	03/14/2019
						Schedule Total	\$31.80
						ReqID: 0000007278	
						Item Total for Line # 5	\$31.80
6- 1	Pen, Ballpoint, Stick with Cap, Attribute 1: Red Medium CC# 62080150147	620/80	4.0000	DOZ	\$1.83000	\$7.32	03/14/2019
						Schedule Total	\$7.32
						ReqID: 0000007278	
						Item Total for Line # 6	\$7.32

Authorized Signature
Sarah Gresham
Sarah Gresham
03/01/2019



Texas Department of Motor Vehicles
Texas SmartBuy
Business Unit # 60800
Purchase Order # 0000006595

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
7- 1	Correction Tape, Standard Tip, White, Single Line CC# 61529301006	615/29	20.0000	EA	\$1.77000	\$35.40	03/14/2019
						Schedule Total	\$35.40
						ReqID:	0000007278
						Item Total for Line # 7	\$35.40
8- 1	Pencil, Mechanical, Black Lead, Metal Barrel, Rubber Grip, Precision 305 6 EA/PK - 0.7mm CC# 62060230506	620/60	4.0000	PKG	\$8.48000	\$33.92	03/11/2019
						Schedule Total	\$33.92
						ReqID:	0000007278
						Item Total for Line # 8	\$33.92
9- 1	Pencil, Mechanical, 0.7mm, Rubber Grip, Plastic Barrel, Absolute III, 6/Box CC# 62060370038	620/60	6.0000	PKG	\$11.26000	\$67.56	04/01/2019
						Schedule Total	\$67.56
						ReqID:	0000007278
						Item Total for Line # 9	\$67.56
						Total PO Amount	\$564.66

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.

Authorized Signature
Sarah Gresham
Sarah Gresham
03/01/2019



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

Authorized Signature

Sarah Gresham
Sarah Gresham

03/01/2019



Purchase Order

PO No. 19082929

Order Date: 2/28/2019

Internal Tracking No.: 0000006595

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:

Renee Israel
Renee.Israel@TxDMV.gov
(512) 465-1420

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	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: 3/14/2019	14	PKG	11.92	\$166.88
2	62090	62090383507	Highlighter, Yellow, Pocket, Rubberized Barrel, Plus Freight Order Less Than \$25 Contract: 620-A1 Contract Type: Term Delivery ARO (days): 7 Delivery Date: 3/7/2019	4	DOZ	7.22	\$28.88



Purchase Order

PO No. 19082929

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Line #	NIGP Code	Commodity Code/ Supplier Part #	Item	QTY	UOM	Unit Price	Extended Price
3	62080	62080230105	Pen, Gel Ink, 0.7mm, Retractable, Rubber Grip, Zebra Sarasa, 4 Pens/ Pack, Plus Freight Order Less Than \$25 Attribute 1: Blue-62080230204 Contract: 620-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 3/14/2019	30	PACK	6.08	\$182.40
4	78557	78557270853	Washable foam and plush plie eraser with sturdy plastic outer shell. , Contract: 785-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 3/14/2019	6	EACH	1.75	\$10.50
5	62080	62080151541	Pen Ballpoint, Medium Point, 4.5", Z Grip Max, Plus Freight Order Less Than \$25 Attribute 1: Black- 62080151020 Contract: 620-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 3/14/2019	3	DOZ	10.60	\$31.80
6	62080	62080150147	Pen, Ballpoint, Stick with Cap, Plus Freight Order Less Than \$50 Attribute 1: Red Medium 62080150717-1 Contract: 620-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 3/14/2019	4	DOZ	1.83	\$7.32
7	61529	61529301006	Correction Tape,Standard Tip, White, Single Line, Plus Freight Order Less Than \$25 Contract: 615-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 3/14/2019	20	EACH	1.77	\$35.40



Purchase Order

PO No. 19082929

Order Date: 2/28/2019

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Line #	NIGP Code	Commodity Code/ Supplier Part #	Item	QTY	UOM	Unit Price	Extended Price
8	62060	62060230506	Pencil, Mechanical, Black Lead, Metal Barrel, Rubber Grip, Precision 305, 6 EA/Pack, Freight Included Attribute 1: 0.7mm 62060231009 Contract: 620-A1 Contract Type: Term Delivery ARO (days): 10 Delivery Date: 3/11/2019	4	PACK	8.48	\$33.92
9	62060	62060370038	Pencil, Mechanical, 0.7mm, Rubber Grip, Plastic Barrel, Absolute III, 6/ Box, Plus Freight Order Less Than \$25 Contract: 620-A1 Contract Type: Term Delivery ARO (days): 30 Delivery Date: 4/1/2019	6	BOX	11.26	\$67.56

Total \$564.66						
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