



Texas Department of Motor Vehicles
Texas SmartBuy
Business Unit # 60800
Purchase Order # 0000006662

Payment Terms: NET30 Freight Terms: FOB Destination Ship Via: VNDR PCC: A Date: 03/14/19 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: IP17 - Longview Region
4549 W. Loop 281
Longview TX 75604
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 #19087216 attached.

Per State of Texas contract pricing, contract #615-A1, 645-A1

TxDMV Contact:
Maria Guevara
Maria.Guevara@TxDMV.gov
(903) 237-2816

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 Brashe

03/14/2019



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 |
|----------|--|------------|----------|-----|------------|-------------------------|------------|
| 1- 1 | Self Stick Note Pad, 3" x 5", Yellow, 100 Sheets/Pad, 12 Pads/Pkg CC# 61562384315 | 615/62 | 3.0000 | PKG | \$11.92000 | \$35.76 | 03/28/2019 |
| | | | | | | Schedule Total | \$35.76 |
| | | | | | | ReqID: | 0000007369 |
| | | | | | | Item Total for Line # 1 | \$35.76 |
| 2- 1 | Paper, Bond, Recycled, Premium No. 1, 20 lb., 8.5" x 11", 1-39 Ctns CC# 64521120051-4 | 645/21 | 7.0000 | CTN | \$45.15000 | \$316.05 | 04/03/2019 |
| | | | | | | Schedule Total | \$316.05 |
| | | | | | | ReqID: | 0000007369 |
| | | | | | | Item Total for Line # 2 | \$316.05 |
| | | | | | | Total PO Amount | \$351.81 |

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
David Mann
Sarah Gresham
03/14/2019



Purchase Order

PO No. 19087216

Order Date: 3/14/2019

Internal Tracking No.: 0000006662

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
4549 W LOOP 281
LONGVIEW TX 75604

NOTE TO CONTRACTOR: TxDMV Contact:

Maria Guevara
Maria.Guevara@TxDMV.gov
(903) 237-2816

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: 3/28/2019 | 3 | PKG | 11.92 | \$35.76 |
| 2 | 64521 | 64521120051-4 | Paper, Bond, Recycled, Premium No. 1, 20 lb., 8.5" x 11", 1-39 Ctns Contract: 645-A1 Contract Type: Term Delivery ARO (days): 20 Delivery Date: 4/3/2019 Notes: Please deliver as soon as possible. | 7 | CRTN | 45.15 | \$316.05 |



Purchase Order

PO No. 19087216

Order Date: 3/14/2019

Internal Tracking No.: 0000006662

Total \$351.81