



**Texas Department of Motor Vehicles**  
**Business Unit # 60800**  
**Purchase Order # 0000006697**

Payment Terms: **NET30** Freight Terms: **FOB Destination** Ship Via: **VNDR** PCC: **0** Date: **03/20/19** PO Method: **IA** Dispatch: **Dispatch** Rev Dt: **Via Print**

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

**Vendor:** TEXAS DEPARTMENT OF CRIMINAL JUSTICE (TD)  
 PO BOX 99  
 HUNTSVILLE TX 773420099  
 United States

**Ship To:** IP16 - Houston Region  
 2110 E. Governors Circle  
 Houston TX 77092  
 United States

**Vendor ID:** 3696696696 6

**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:**

Reference TCI Bid# 1903-058

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

TxDMV Contact:  
 Jessica Geter  
 Jessica.Geter@TxDMV.gov  
 (713) 316-6133

TCI Contact:  
 Customer Service  
 tci@tdcj.texas.gov  
 (936) 437-6048

The Prison Made Good Acts:  
 Texas Department of Criminal Justice (TDCJ) and Texas Correctional Industries (TCI), a division of the TDCJ, Texas Government Code, Title 10, Subtitle D, Chapter 2155, Subchapter A, Sec. 2155.065 and Texas Government Code, Title 4, Subtitle G, Chapter 497, Subchapter A, Section 497.023 - 497.029)

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

Authorized Signature

*David Moran*  
*Sarah Gresh*

03/20/2019



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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.

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
1- 1	Env, 10X13 White, Latex Seal, 1 Sided, Black, 500/Box. Form# DMV-0151. Term of Service: 03/20/19-04/24/19	966/31	3.0000	BOX	\$160.00000	\$480.00	04/24/2019

Schedule Total

ReqID:  
0000007436

RETURN ADDRESS FOR ENVELOPES WILL BE:

(TXDMV LOGO)  
Texas Department of Motor Vehicles  
Houston Regional Service Center  
2110 E Governors Circle  
Houston, Texas 77092

Item Total for Line # 1

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

*David Mann*  
*Sarah Oresh*

03/20/2019