



**Texas Department of Motor Vehicles**  
**Business Unit # 60800**  
**Purchase Order # 0000006744**  
**Purchase Order Change Notice (# 1)**

Payment Terms: **NET30** Freight Terms: **FOB Destination** Ship Via: **VNDR** PCC: **E** Date: **04/03/19** PO Method: **DG** Dispatch: **Dispatch Via Print** Rev Dt: **04/11/19**

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

**Vendor:** P D MORRISON ENTERPRISES INC  
DBA PDME INC  
BUILDING 2 STE 208  
1120 TORO GRANDE DR  
CEDAR PARK TX 786136974  
**United States**

**Ship To:** 1P00 - TxDMV Warehouse  
4000 Jackson Avenue  
Austin TX 78731  
United States

**Vendor ID:** 1742695260 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:**

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

TxDMV Contact:  
Debbie Rohrer  
Debbie.Rohrer@txdmv.gov  
(512) 465-4111

PDME Contact:  
Anna Vargas  
avargas@pdme.com  
1-800-723-3345 ex 111

**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**

**04/11/2019**



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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
1- 1	Disinfecting Wipes, 7 x 8, Crisp Lemon, 35/Canister, 12/Carton Item# CLO01594CT	345/94	1.0000	CTN	\$32.55000	\$32.55	04/10/2019
						<b>Schedule Total</b>	<input type="text" value="\$32.55"/>
						<u>ReqID:</u> 0000007476	
						<b>Item Total for Line # 1</b>	<input type="text" value="\$32.55"/>
2- 1	Remanufactured CF280X (80X) High-Yield Toner, 6900 Page-Yield, Black Item# IVRF280X	207/72	2.0000	EA	\$71.35000	\$142.70	04/10/2019
						<b>Schedule Total</b>	<input type="text" value="\$142.70"/>
						<u>ReqID:</u> 0000007476	
						<b>Item Total for Line # 2</b>	<input type="text" value="\$142.70"/>
3- 1	Invisible Tape, 3/4" x 1000", 1 Core, 12/Pack Item# UNV83412	832/20	1.0000	SET	\$9.36000	\$9.36	04/10/2019
						<b>Schedule Total</b>	<input type="text" value="\$9.36"/>
						<u>ReqID:</u> 0000007476	
						<b>Item Total for Line # 3</b>	<input type="text" value="\$9.36"/>

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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
4- 1	Two-Pocket Heavyweight Poly Portfolio Folder, 3-Hole Punch, Letter, Assorted Item# CLI33930	615/31	36.0000	EA	\$0.96000	\$0.00	CANCEL
						<b>Schedule Total</b>	<input type="text" value="\$0.00"/>
				<b>ReqID:</b>			
				0000007476			
						<b>Item Total for Line # 4</b>	<input type="text" value="\$0.00"/>

**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

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