



**Texas Department of Motor Vehicles**  
**Business Unit # 60800**  
**Purchase Order # 0000006910**

Payment Terms: **NET30** Freight Terms: **FOB Destination** Ship Via: **VNDR** PCC: **E** Date: **05/10/19** 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:** V QUEST OFFICE MACHINES & SUPPLIES LTD  
 PO BOX 157  
 WEIR TX 786740157  
 United States

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

**Vendor ID:** 1743085130 7

**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:**

2019 Spot Bid Fair Award

Pricing as per bid submitted at Spot Bid Fair held in Irving, TX on May 6-7.

Part number as per submitted bid. No substitutions.

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

**TxDMV Contact:**  
 Lines 1-5  
 Victoria Nichols  
 Victoria.Nichols@TxDMV.gov  
 (512) 465-4001

Lines 6-7  
 Debbie Rohrer  
 Debbie.Rohrer@TxDMV.gov  
 (512) 465-4111

**VENDOR Contact:**  
 Tara Brown  
 tara@v-questtx.com  
 512-763-8800

**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.

**Authorized Signature**

*David Moran*  
*Sarah Gresham*

**05/10/2019**



Texas Department of Motor Vehicles  
Business Unit # 60800  
Purchase Order # 0000006910

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	Utility Cart, On-Stage PN:UTC2200	560/02	6.0000	EA	\$129.00000	\$774.00	05/22/2019
						Schedule Total	\$774.00
						ReqID: 0000007649	
						Item Total for Line # 1	\$774.00
2- 1	Sandisk 64GB Extreme MicroSDXC UHS-I Card PN: SDDSDXXY	204/42	15.0000	EA	\$22.00000	\$330.00	05/22/2019
						Schedule Total	\$330.00
						ReqID: 0000007649	
						Item Total for Line # 2	\$330.00
3- 1	J & J Band-Aid Bandages, Sheer, 280/PAK PN: JOJ4711	475/09	1.0000	EA	\$10.00000	\$10.00	05/22/2019
						Schedule Total	\$10.00
						ReqID: 0000007649	
						Item Total for Line # 3	\$10.00

Authorized Signature

*Sarah Moun*  
*Sarah Gresham*

05/10/2019



Texas Department of Motor Vehicles  
Business Unit # 60800  
Purchase Order # 0000006910

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
4- 1	Samsonite Rolling Catalog Case, 17 1/4 x 7 1/2 x 13, Black PN: 458311041	530/45	7.0000	EA	\$120.00000	\$840.00	05/22/2019
						Schedule Total	\$840.00
						ReqID:	0000007649
						Item Total for Line # 4	\$840.00
5- 1	Toner Cartridge, Remanufactured for HP Laserjet Enterprise M527, M506, M501, PN: MSE 02218714	207/79	2.0000	EA	\$89.00000	\$178.00	05/22/2019
						Schedule Total	\$178.00
						ReqID:	0000007649
						Item Total for Line # 5	\$178.00
6- 1	Staples, 1/4 Leg, Standard Staples, 5000/PAK PN: BSN 65649	605/88	2.0000	EA	\$0.50000	\$1.00	05/22/2019
						Schedule Total	\$1.00
						ReqID:	0000007634
						Item Total for Line # 6	\$1.00

Authorized Signature

*Sarah Morgan*  
*Sarah Gregor*

05/10/2019



Texas Department of Motor Vehicles  
Business Unit # 60800  
Purchase Order # 0000006910

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
7- 1	Rubber Bands, Size 33, 1 Lb., Natural PN: BSN 15743	615/75	2.0000	PKG	\$2.00000	\$4.00	05/22/2019
						Schedule Total	\$4.00
						ReqID: 0000007634	
						Item Total for Line # 7	\$4.00

Total PO Amount \$2,137.00

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 Greger*

05/10/2019