



Texas Department of Motor Vehicles
Business Unit # 60800
Purchase Order # 0000007210

Payment Terms: **NET30** Freight Terms: **FOB Destination** Ship Via: **VNDR** PCC: **E** Date: **08/2** PO Method: **1/19** **SP** Dispatch: **Dispatch** Rev Dt: **Via Print**

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

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|--|---|
| <p>Vendor: P D MORRISON ENTERPRISES INC DBA PDME INC BUILDING 2 STE 208 1120 TORO GRANDE DR CEDAR PARK TX 786136974 United States</p> <p>Vendor ID: 1742695260 6</p> <p>Purchaser: Rodrigo Garcia Phone: 512/465-4181 Fax: 512/465-5641 Email: Rodrigo.Garcia@txdmv.gov</p> | <p>Ship To: 1P12 - Finance Admin Services 4000 Jackson Avenue Austin TX 78731 United States</p> <p>Bill To: 4000 Jackson Avenue Austin TX 78731 United States</p> <p>Fax: Email: DMV_FIN-INVOICES@TxDMV.gov</p> |
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PO Information:

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.

Per PDME State of Texas Pricing.

Vendor contact: Anna Vargas, avargas@pdme.com

TxDMV Contact: Dawn McNabb, (512) 465-1262, Dawn.McNabb@TxDMV.gov

Authorized Signature

Rodrigo Garcia

08/21/2019



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Business Unit # 60800
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| Line-Sch | Line Description | Class/Item | Quantity | UOM | Unit Price | Extended Amt | Due Date |
|--|---|------------|----------|-----|------------|-------------------------|------------|
| 1- 1 | AT-A-GLANCE Contemporary Monthly Desk Pad, 21 3/4 x 17, 2020 | 615/19 | 2.0000 | EA | \$16.12000 | \$32.24 | 08/27/2019 |
| | | | | | | Schedule Total | \$32.24 |
| | | | | | | ReqID: 0000007834 | |
| AAGSK24X00 Contemporary Monthly Desk Pad, 21 3/4 x 17, 2020 | | | | | | Item Total for Line # 1 | \$32.24 |
| 2- 1 | AT-A-GLANCE AAGG545- 00 Executive Weekly/Monthly Planner, 8 3/4 x 6 7/8, Black, 2020 | 615/19 | 2.0000 | EA | \$39.00000 | \$78.00 | 08/27/2019 |
| | | | | | | Schedule Total | \$78.00 |
| | | | | | | ReqID: 0000007834 | |
| | | | | | | Item Total for Line # 2 | \$78.00 |
| | | | | | | Total PO Amount | \$110.24 |

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
Rodrigo Garcia
08/21/2019