



Texas Department of Motor Vehicles  
 Texas SmartBuy PO # 20001387  
 Business Unit # 60800  
 Purchase Order # 0000007352

Payment Terms: **NET30** Freight Terms: **PREPAY AND ADD** Ship Via: **VNDR** PCC: **X** Date: **09/1** PO Method: **2/19** AT Dispatch: **Dispatch Via Print** Rev Dt:

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

**Vendor:** MONO MACHINES LLC  
 DBA SUPPLY CHIMP  
 228 PARK AVE S # 36842  
 NEW YORK NY 10003-1502  
 United States

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

**Vendor ID:** 1263499518 2

**Bill To:** 4000 Jackson Avenue  
 Austin TX 78731  
 United States

**Purchaser:** Monica C Hernandez  
**Phone:** 512/465-1261  
**Fax:** 512/465-5641  
**Email:** Monica.Hernandez@txdmv.gov

**Fax:**  
**Email:** DMV\_FIN-INVOICES@TxDMV.gov

**PO Information:**

TexasSmartBuy Purchase Order No 20001387 (attached)

Contract Type: TXMAS  
 Contract Number: TXMAS-19-7502

TxDMV Contact  
 Jackie Duckworth  
 Jackie.Duckworth@TxDMV.gov  
 (512) 465-1458

Vendor Contact  
 Chris McPherson  
 helpme@supplychimp.com  
 (800) 592-1306

**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

*Monica Hernandez* 09/13/2019



Texas Department of Motor Vehicles  
Texas SmartBuy PO # 20001387  
Business Unit # 60800  
Purchase Order # 0000007352

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
1- 1	Address Labels, 1-2/5 X 3-1/2, White, 520/Box; DYM30321	615/51	6.0000	EA	\$18.51000	\$111.06	09/24/2019
						Schedule Total	\$111.06
				ReqID:	0000008188		
						Item Total for Line # 1	\$111.06

Total PO Amount \$111.06

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

*Norma Hernandez* 09/13/2019



# Purchase Order

## PO No. 20001387

Order Date: 9/12/2019

Internal Tracking No.: 7352

**Contractor Info**

Mono Machines LLC dba Supply Chimp  
12634995182  
1133 Broadway Ste 706  
New York, NY 10010

(800) 592-1306

**Bill To**

4000 JACKSON AVENUE  
AUSTIN TX 78731

**Ship To**

Texas Department Of Motor Vehicles - 608  
4000 JACKSON AVENUE  
AUSTIN TX 78731

**NOTE TO CONTRACTOR:****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	Monica Hernandez	monica.hernandez@txdmv.gov	(512) 465-1261

Line #	NIGP Code	Commodity Code/ Supplier Part #	Item	QTY	UOM	Unit Price	Extended Price
1	61551	DYM30321	Address Labels, 1-2/5 X 3-1/2, White, 520/Box Contract: TXMAS-19-7502 Contract Type: TXMAS Delivery ARO (days): 10 Delivery Date: 9/23/2019 Notes: TxDMV Contact Jackie Duckworth Jackie.Duckworth@TxDMV.gov (512) 465-1458 MPN: DYM30321 Manufacturer Name: DYMO	6	BOX	18.51	\$111.06

**Total \$111.06**