



Texas Department of Motor Vehicles
 Business Unit # 60800
 Purchase Order # 0000007382

Payment Terms: **NET30** Freight Terms: **FOB Destination** Ship Via: **VNDR** PCC: **A** Date: **09/2** PO Method: **3/19** AT Dispatch: **Dispatch Via Print** Rev Dt:

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

Vendor: WORKQUEST
 1011 E 53rd St
 AUSTIN TX 78751
 United States

Ship To: See Detail Below

Vendor ID: 1741976051 1

Bill To: 4000 Jackson Avenue
 Austin TX 78731
 United States

Purchaser: Rodrigo Garcia
Phone: 512/465-4181
Fax: 512/465-5641
Email: Rodrigo.Garcia@txdmv.gov

Fax:
Email: DMV_FIN-INVOICES@TxDMV.gov

PO Information:

Workquest:
 Human Resources Code, Title 8, Chapter 122, Section 122.001 and Texas Government Code, Title 10, Chapter 2155, Sections 2155.138 and 2155.441

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.

TxSmartbuy Purchase order: 20003077

This purchase was processed in accordance with contracts: 645-A1

Supplier contact information: Audrey Cedillo, email: Smartbuy@tibh.Org, phone: (512) 451-8145

Authorized Signature

Rodrigo Garcia

09/23/2019



Texas Department of Motor Vehicles
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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
1- 1	Paper, Bond, Virgin, Premium No. 4, 20 Lb., 8- 1/2" X 11",SB: 64521350104-10	645/21	7.0000	CTN	\$47.65000	\$333.55	10/14/2019
						Schedule Total	\$333.55
						<u>ReqID:</u> 0000007954	
TxDMV Contact: Sylvia.Cantu, (432) 276-4413, Sylvia.Cantu@TxDMV.gov							
Ship to Address: Texas Department Of Motor Vehicles - 3901 E HIGHWAY 80 ODESSA TX 79761.							
						Item Total for Line # 1	\$333.55
2- 1	Inside Delivery Charge. Texas Department Of Motor Vehicles - 608 - 600 W EXPRESSWAY 83, PHARR TX 78577	645/21	1.0000	EA	\$30.00000	\$30.00	10/14/2019
						Schedule Total	\$30.00
						<u>ReqID:</u> 0000008205	
TxDMV Contact: Ariana Perez De Rosa, (956) 784-6712, Ariana.Rosa@TxDMV.gov							
Ship to Address: Texas Department Of Motor Vehicles - 600 W EXPRESSWAY 83, PHARR TX 78577							
						Item Total for Line # 2	\$30.00
3- 1	Paper, Bond, Virgin, Premium No. 4, 20 Lb., 8- 1/2" X 11",SB: 64521350104-10	645/21	10.0000	CTN	\$47.65000	\$476.50	10/14/2019
						Schedule Total	\$476.50
						<u>ReqID:</u> 0000008205	
TxDMV Contact: Ariana Perez De Rosa, (956) 784-6712, Ariana.Rosa@TxDMV.gov							
Ship to Address: Texas Department Of Motor Vehicles - 600 W EXPRESSWAY 83, PHARR TX 78577							
						Item Total for Line # 3	\$476.50

Authorized Signature

Rodrigo Garcia

09/23/2019



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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
4- 1	Paper, Bond, Virgin, Premium No. 4, 20 Lb., 8-1/2" X 11", SB: 64521350104-10	645/33	15.0000	CS	\$47.65000	\$714.75	10/14/2019
						Schedule Total	<input type="text" value="\$714.75"/>
						ReqID:	0000008220
TxDMV contact: Jennifer Whittaker,(512) 465-1386, Jennifer.Whittaker@TxDMV.gov							
Ship to Address: Texas Department Of Motor Vehicles, 4000 JACKSON AVENUE, AUSTIN TX 78731							
						Item Total for Line # 4	<input type="text" value="\$714.75"/>
5- 1	Paper, Bond, Recycled, White, Premium No. 4, 20 lb., 8-1/2" x 11", SB: 64521411718	645/21	12.0000	BOX	\$43.21000	\$518.52	10/14/2019
						Schedule Total	<input type="text" value="\$518.52"/>
						ReqID:	0000008223
TxDMV contact: Virginia Pickering, (512) 465-4031, Virginia.Pickering@TxDMV.gov							
Ship to Address: Texas Department Of Motor Vehicles, 4000 JACKSON AVENUE AUSTIN TX 78731							
						Item Total for Line # 5	<input type="text" value="\$518.52"/>
						Total PO Amount	<input type="text" value="\$2,073.32"/>

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

09/23/2019



Purchase Order

PO No. 20003077

Order Date: 9/23/2019

Internal Tracking No.: 0000007382

Contractor Info

WorkQuest (formerly TIBH)
17419760511
1011 East 53 1/2 Street
Austin, TX 78751

(512) 451-8145

Bill To

4000 JACKSON AVENUE
AUSTIN TX 78731

Ship To

Items to be shipped to multiple addresses. See shipping details below for each line item.

NOTE TO CONTRACTOR: TxDMV Contact: Sylvia.Cantu, (432) 276-4413, Sylvia.Cantu@TxDMV.gov for line # 1

TxDMV Contact: Ariana Perez De Rosa, (956) 784-6712, Ariana.Rosa@TxDMV.gov for line # 2

TxDMV contact: Jennifer Whittaker, (512) 465-1386, Jennifer.Whittaker@TxDMV.gov for line #3

TxDMV contact: Virginia Pickering, (512) 465-4031, Virginia.Pickering@TxDMV.gov for line #4

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	Rodrigo Garcia	Rodrigo.Garcia@TxDMV.gov	(512) 465-4181

Line #	NIGP Code	Commodity Code/ Supplier Part #	Item	QTY	UOM	Unit Price	Extended Price
1	64521	64521350104-10	Paper, Bond, Virgin, Premium No. 4, 20 Lb., 8-1/2" X 11", Freight is included Contract: 645-A1 Contract Type: Term Delivery ARO (days): 20 Delivery Date: 10/14/2019 Ship to Address: Texas Department Of Motor Vehicles - 608 3901 E HIGHWAY 80 ODESSA TX 79761 Manufacturer Name: Skilcraft	7	CRTN	47.65	\$333.55



Purchase Order

PO No. 20003077

Order Date: 9/23/2019

Internal Tracking No.: 0000007382

Line #	NIGP Code	Commodity Code/ Supplier Part #	Item	QTY	UOM	Unit Price	Extended Price
2	64521	64521350104-10	Paper, Bond, Virgin, Premium No. 4, 20 Lb., 8-1/2" X 11", Freight is included Contract: 645-A1 Contract Type: Term Delivery ARO (days): 20 Delivery Date: 10/14/2019 Ship to Address: Texas Department Of Motor Vehicles - 608 600 W EXPRESSWAY 83 PHARR TX 78577 Manufacturer Name: Skilcraft	10	CRTN	47.65	\$476.50
3	64521	64521350104-10	Inside Delivery Charge Delivery Date: 10/14/2019	1	EACH	30.00	\$30.00
4	64521	64521350104-10	Paper, Bond, Virgin, Premium No. 4, 20 Lb., 8-1/2" X 11", Freight is included Contract: 645-A1 Contract Type: Term Delivery ARO (days): 20 Delivery Date: 10/14/2019 Ship to Address: Texas Department Of Motor Vehicles - 608 4000 JACKSON AVENUE AUSTIN TX 78731 Manufacturer Name: Skilcraft	15	CRTN	47.65	\$714.75
5	64521	64521411718	Paper, Bond, Recycled, White, Premium No. 4, 20 lb., 8-1/2" x 11", 500 Sheets/Pkg, 10 Pkgs/CS, Freight Included. Qty price breaks at 80, 200, 500, and 800 cases. Contract: 645-A1 Contract Type: Term Delivery ARO (days): 20 Delivery Date: 10/14/2019 Ship to Address: Texas Department Of Motor Vehicles - 608 4000 JACKSON AVENUE AUSTIN TX 78731 Manufacturer Name: Skilcraft	12	CRTN	43.21	\$518.52

Total \$2,073.32