



Texas Department of Motor Vehicles
 Texas SmartBuy PO # 20015432
 Business Unit # 60800
 Purchase Order # 0000007448
 Purchase Order Change Notice (# 1)

Payment Terms: **NET30** Freight Terms: **See Detail Below** Ship Via: **VNDR** PCC: A Date: **10/0** PO Method: **8/19** AT Dispatch: **Dispatch Via Print** Rev Dt: **10/09/19**

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: 1P13 - Fort Worth Region
 2425 Gravel Dr.
 Fort Worth TX 76118
 United States

Vendor ID: 1741976051 1

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 Number 20015432 (attached)

Contract Type: Term
 Contract Number(s): 620-A1

TxDMV Contact
 Christy McDaniel
 Christy.McDaniel@TxDMV.gov
 (817) 285-1512

Vendor Contact
 Audrey Cedillo
 smartbuy@tibh.org
 (512) 451-8145

Texas Industries for the Blind and Handicapped (TIBH):
 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.

Authorized Signature

10/09/2019



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POCN #1 10/9/2019 by MCH - Changed item description Point/Ink from Medium Blue to Medium Black

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
1- 1	Pen, Rollerball, Gel Ink, Retractable, Rubber Grip, General Use, Plus Freight Order Less Than \$25; Commodity Code: 62080220106; Point/Ink: Medium Blue- 62080220205	620/80	6.0000	DOZ	\$9.30000	\$55.80	10/22/2019
						Schedule Total	\$55.80
				ReqID:	0000008280		
						Item Total for Line # 1	\$55.80
2- 1	Pen, Rollerball, Gel Ink, Retractable, Rubber Grip, General Use, Plus Freight Order Less Than \$25; Commodity Code: 62080220106; Point/Ink: Medium Black	620/80	6.0000	DOZ	\$9.30000	\$55.80	10/22/2019
						Schedule Total	\$55.80
				ReqID:	0000008280		
						Item Total for Line # 2	\$55.80

Authorized Signature

10/09/2019



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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
3-1	Highlighter, Wedge Tip, 12 Each, Plus Freight Order Less Than \$25; Commodity Code: 62090361007; Color: 62090363003-Yellow	620/90	3.0000	DOZ	\$6.49000	\$19.47	10/22/2019
						Schedule Total	\$19.47
						ReqID:	0000008280
						Item Total for Line # 3	\$19.47

Total PO Amount \$131.07

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

10/09/2019



Purchase Order Change Notice

PO No. 20015432

Order Date: 10/8/2019

Internal Tracking No.: 7448

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

Texas Department Of Motor Vehicles - 608
2425 GRAVEL DRIVE
FORT WORTH TX 76118

NOTE TO CONTRACTOR: TxDMV Contact

Christy McDaniel
Christy.McDaniel@TxDMV.gov
(817) 285-1512

REVISION HISTORY:

PO Revision #: 1

PO Change Reasons (Aggregated): 10/9/2019 11:20 am-Change to Line 2: Attribute 1 changed From Medium Blue-62080220205 to Medium Black-62080220106

10/9/2019 11:20 am-Change to Line 2: Notes changed to Changing Point/Ink from Medium Blue to Medium Black

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/CO-OP Member	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 Amount
1	62080	62080220106	Pen, Rollerball, Gel Ink, Retractable, Rubber Grip, General Use, Plus Freight Order Less Than \$25 Attribute 1: Medium Blue-62080220205 Contract: 620-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 10/22/2019	6	DOZ	9.30	\$55.80



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Order Date: 10/8/2019

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Line #	NIGP Code	Commodity Code/ Supplier Part #	Item	QTY	UOM	Unit Price	Extended Amount
2	62080	62080220106	Pen, Rollerball, Gel Ink, Retractable, Rubber Grip, General Use, Plus Freight Order Less Than \$25 Attribute 1: Medium Black-62080220106 Contract: 620-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 10/22/2019 Notes: Changing Point/Ink from Medium Blue to Medium Black	6	DOZ	9.30	\$55.80
3	62090	62090361007	Highlighter, Wedge Tip, 12 Each, Plus Freight Order Less Than \$25 Attribute 1: 62090363003-Yellow Contract: 620-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 10/22/2019	3	DOZ	6.49	\$19.47

Total \$131.07