



Texas Department of Motor Vehicles  
 Texas SmartBuy PO # 20016505  
 Business Unit # 60800  
 Purchase Order # 0000007480

Payment Terms: **NET30** Freight Terms: **FOB Destination** Ship Via: **VNDR** PCC: **X** Date: **10/1** PO Method: **5/19** **AT** Dispatch: **Dispatch** Rev Dt: **Via Print**

**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:** 1P07 - Corpus Christi Region  
 602 N. Staples Street  
 Corpus Christi TX 78401  
 United States

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

**Vendor ID:** 1743085130 7

**Purchaser:** Paula A Ramsey  
**Phone:** 512/465-4191  
**Fax:** 512/465-5641  
**Email:** Paula.Ramsey1@txdmv.gov

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

**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.

**TxDmv Contact:**

Cynthia Cortinas  
 Cynthia.Cortinas@txdmv.gov  
 (361) 808-3912

TexasSmartBuy PO# 20016505

TXMAS Contract# TXMAS-18-7506

**Authorized Signature**

*Paula Ramsey, CTM, CTA*

**10/15/2019**



Texas Department of Motor Vehicles  
 Texas SmartBuy PO # 20016505  
 Business Unit # 60800  
 Purchase Order # 0000007480

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
1- 1	Label tape cartridge 26-1/5ftx0.47in. P-touch SP#13C490 Model# Tze231	605/30	2.0000	EA	\$13.20000	\$26.40	10/17/2019
						<b>Schedule Total</b>	<input type="text" value="\$26.40"/>
						<u>ReqID:</u> 0000008219	
						<b>Item Total for Line # 1</b>	<input type="text" value="\$26.40"/>
2- 1	Swingline staple cartridge, 30 sheet-capacity 5000/box. SWI50050	615/81	10.0000	BOX	\$11.67000	\$116.70	10/17/2019
						<b>Schedule Total</b>	<input type="text" value="\$116.70"/>
						<u>ReqID:</u> 0000008219	
						<b>Item Total for Line # 2</b>	<input type="text" value="\$116.70"/>

**Total PO Amount**

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**  
*Paula Ramsey, CTM, CTC*  
10/15/2019



# Purchase Order

## PO No. 20016505

Order Date: 10/15/2019

Internal Tracking No.: 7478, 7479 & 7480

**Contractor Info**

V-Quest Office Machines & Supplies  
17430851307  
PO Box 157  
Weir, TX 78764

(512) 763-8800

**Bill To**

4000 JACKSON AVENUE  
AUSTIN TX 78731

**Ship To**

Texas Department Of Motor Vehicles - 608  
602 N. Staples Street  
Suite 130  
CORPUS CHRISTI TX 78401

**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	Paula Ramsey	Paula.Ramsey1@TxDMV.gov	

Line #	NIGP Code	Commodity Code/ Supplier Part #	Item	QTY	UOM	Unit Price	Extended Price
1	61581	SWI50050	<b>Staple Cartridge,1/4"L, Chisel Point, 5000 Per Roll/BX</b> Contract: TXMAS-18-7506 Contract Type: TXMAS Delivery ARO (days): 2 Delivery Date: 10/17/2019 Notes: 60800 0000007480 MPN: 50050 Manufacturer Name: Swingline	10	BOX	11.67	\$116.70
2	60530	BRTTZE231	<b>Laminated Tape Cartridge, For Tz Models, 1/2", Black/White</b> Contract: TXMAS-18-7506 Contract Type: TXMAS Delivery ARO (days): 2 Delivery Date: 10/17/2019 MPN: TZE231 Manufacturer Name: Brother	2	EACH	13.20	\$26.40



# Purchase Order

PO No. 20016505

Order Date: 10/15/2019

Internal Tracking No.: 7478, 7479 & 7480

**Total \$143.10**