



Texas Department of Motor Vehicles
 Texas SmartBuy PO # 20017453
 Business Unit # 60800
 Purchase Order # 0000007492

Payment Terms: **NET30** Freight Terms: **PREPAY AND ADD** Ship Via: **VNDR** PCC: **0** Date: **10/1** PO Method: **6/19** **DG** Dispatch: **Dispatch** Rev Dt: **Via Print**

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

Vendor ID: 1741976051 1

Bill To: 4000 Jackson Avenue
 Austin TX 78731
 United States

Purchaser: Rosemary Zamora
Phone: 512/465-4199
Fax: 512/495-5641
Email: Rosemary.Zamora@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: 20017453

This purchase was processed in accordance with contracts: 615-A1

Supplier contact information: Audrey Cedillo
 Email: Smartbuy@tibh.Org
 Phone: (512) 451-8145

Authorized Signature

Rosemary Zamora 10/18/2019



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Texas SmartBuy PO # 20017453
Business Unit # 60800
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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
1- 1	2020 Calendar Refill (Agency Order - 61519700717))	615/19	9.0000	EA	\$2.81000	\$25.29	10/16/2019
						Schedule Total	\$25.29
						ReqID:	0000008293
Jackie Duckworth (9 calendars) Phone: 512/465-1458 Email: jackie.duckworth@txdmv.gov						Item Total for Line # 1	\$25.29
2- 1	2020 Wall Calendar (Agency Order - 61519703504)	615/19	5.0000	EA	\$17.79000	\$88.95	10/16/2019
						Schedule Total	\$88.95
						ReqID:	0000008293
Jackie Duckworth (5 calendars) Phone: 512/465-1458 Email: jackie.duckworth@txdmv.gov						Item Total for Line # 2	\$88.95
3- 1	2020 Monthly Calendar (Agency Order - 61519703502)	615/19	11.0000	EA	\$11.49000	\$126.39	10/16/2019
						Schedule Total	\$126.39
						ReqID:	0000008293
Jackie Duckworth (11 calendars) Phone: 512/465-1458 Email: jackie.duckworth@txdmv.gov						Item Total for Line # 3	\$126.39

Authorized Signature

Rosemary Lamora

10/18/2019



Texas Department of Motor Vehicles
 Texas SmartBuy PO # 20017453
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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
4- 1	2020 Desk Pad Calendar (Agency Order - 61519130779)	615/19	5.0000	EA	\$8.49000	\$42.45	10/16/2019
						Schedule Total	<input type="text" value="\$42.45"/>
						<u>ReqID:</u> 0000008293	
Jackie Duckworth (5 calendars) Phone: 512/465-1458 Email: jackie.duckworth@txdmv.gov						Item Total for Line # 4	<input type="text" value="\$42.45"/>
5- 1	2020 Monthly Planner Calendar (Agency Order - 61519700279)	615/19	14.0000	EA	\$13.08000	\$183.12	10/16/2019
						Schedule Total	<input type="text" value="\$183.12"/>
						<u>ReqID:</u> 0000008293	
Jackie Duckworth (14 calendars) Phone: 512/465-1458 Email: jackie.duckworth@txdmv.gov						Item Total for Line # 5	<input type="text" value="\$183.12"/>
6- 1	2020 Jan-Dec Planner Calendar (Agency Order - 61519700278)	615/19	5.0000	EA	\$12.21000	\$61.05	10/16/2019
						Schedule Total	<input type="text" value="\$61.05"/>
						<u>ReqID:</u> 0000008293	
Jackie Duckworth (5 calendars) Phone: 512/465-1458 Email: jackie.duckworth@txdmv.gov						Item Total for Line # 6	<input type="text" value="\$61.05"/>

Authorized Signature

Rosemary Lannon

10/18/2019



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 Texas SmartBuy PO # 20017453
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 Purchase Order # 0000007492

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
7-1	2020 Calendar Refill Jan to Dec 3.5 in 6 in 61519700717	615/19	1.0000	EA	\$2.81000	\$2.81	10/24/2019
						Schedule Total	<input type="text" value="\$2.81"/>
						<u>ReqID:</u> 0000008318	
Angela Gonzalez (1 Calendar) Phone : 512/465-4229 Angela.Gonzalez@TxDMV.gov						Item Total for Line # 7	<input type="text" value="\$2.81"/>
8-1	2020 Calendar Wall Monthly 22 in x 31.25 61519703504	615/19	2.0000	EA	\$17.79000	\$35.58	10/24/2019
						Schedule Total	<input type="text" value="\$35.58"/>
						<u>ReqID:</u> 0000008318	
Angela Gonzalez (2 Calendar) Phone : 512/465-4229 Angela.Gonzalez@TxDMV.gov						Item Total for Line # 8	<input type="text" value="\$35.58"/>
9-1	2020 Calendar Monthly Wall/Desk 615197033502	615/19	2.0000	EA	\$11.49000	\$22.98	10/18/2019
						Schedule Total	<input type="text" value="\$22.98"/>
						<u>ReqID:</u> 0000008318	
Angela Gonzalez (2 Calendar) Phone : 512/465-4229 Angela.Gonzalez@TxDMV.gov						Item Total for Line # 9	<input type="text" value="\$22.98"/>

Authorized Signature

Rosemary Lamora

10/18/2019



Texas Department of Motor Vehicles
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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
10- 1	2020 Calendar Desk Pad 22x17 12 months 61519130779	615/19	4.0000	EA	\$8.49000	\$33.96	10/18/2019
						Schedule Total	\$33.96
						ReqID: 0000008318	
Angela Gonzalez (4 Calendars) Phone : 512/465-4229 Angela.Gonzalez@TxDMV.gov						Item Total for Line # 10	\$33.96
11- 1	2020 Calendar Monthly Planner Black 6.8 in 8.75 61519700279	615/19	15.0000	EA	\$13.08000	\$196.20	10/24/2019
						Schedule Total	\$196.20
						ReqID: 0000008318	
Angela Gonzalez (15 Calendars) Phone : 512/465-4229 Angela.Gonzalez@TxDMV.gov						Item Total for Line # 11	\$196.20
12- 1	2020 wall calendar planner displays 1 year 61519703506	615/19	1.0000	EA	\$13.30000	\$13.30	10/18/2019
						Schedule Total	\$13.30
						ReqID: 0000008318	
Angela Gonzalez (1 Calendar) Phone : 512/465-4229 Angela.Gonzalez@TxDMV.gov						Item Total for Line # 12	\$13.30

Authorized Signature

10/18/2019



Texas Department of Motor Vehicles
Texas SmartBuy PO # 20017453
Business Unit # 60800
Purchase Order # 0000007492

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
13- 1	2020 January December planner 61519700278	615/19	3.0000	EA	\$12.21000	\$36.63	10/18/2019
						Schedule Total	<input type="text" value="\$36.63"/>
						ReqID:	
						0000008318	
Angela Gonzalez (3 Calendars) Phone : 512/465-4229 Angela.Gonzalez@TxDMV.gov						Item Total for Line # 13	<input type="text" value="\$36.63"/>
						Total PO Amount	<input type="text" value="\$868.71"/>

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
Rosemary Lamore 10/18/2019



Purchase Order

PO No. 20017453

Order Date: 10/18/2019
Internal Tracking No.: 0000007492

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
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	Rosemary Zamora	Rosemary.Zamora@TxDMV.gov	

Line #	NIGP Code	Commodity Code/ Part #	Supplier	Item	QTY	UOM	Unit Price	Extended Price
1	61519	61519700717		Calendar, Refill, Jan to Dec, 3.5 in x 6 in, Plus Freight Order Less Than 15 Ea Attribute 1: 2020 Contract: 615-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 11/1/2019 Notes: Jackie Duckworth (9 calendars) Phone: 512/465-1458 Email: jackie.duckworth@txdmv.gov Angela Gonzalez (1 Calendar) P h o n e : 512/465-4229, Angela.Gonzalez@TxD MV.gov MPN: HOD4717 Manufacturer Name: House of Doolittle	10	EACH	2.81	\$28.10



Purchase Order

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Internal Tracking No.: 0000007492

Line #	NIGP Code	Commodity Code/ Supplier Part #	Item	QTY	UOM	Unit Price	Extended Price
2	61519	61519703504	Calendar, Wall, Monthly, 22 In x 31.25 In. Wirebound, Plus Freight Order Less Than \$25 Attribute 1: 2020 Contract: 615-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 11/1/2019 Notes: Jackie Duckworth (5 calendars) Phone: 512/465-1458 Email: jackie.duckworth@txdmv.gov Angela Gonzalez (2 Calendars) P h o n e : 512/465-4229, Angela.Gonzalez@TxD MV.gov MPN: HOD334 Manufacturer Name: House of Doolittle	7	EACH	17.79	\$124.53
3	61519	61519703502	Calendar, Monthly, Wall/Desk Vinyl Holder, 11 In x 8.5 In, Plus Freight Order Less Than \$25 Attribute 1: 2020 Contract: 615-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 11/1/2019 Notes: Jackie Duckworth (11 calendars) Phone: 512/465-1458 Email: jackie.duckworth@txdmv.gov Angela Gonzalez (2 Calendars) P h o n e : 512/465-4229, Angela.Gonzalez@TxD MV.gov MPN: HOD13502 Manufacturer Name: House of Doolittle	13	EACH	11.49	\$149.37



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Line #	NIGP Code	Commodity Code/ Supplier Part #	Item	QTY	UOM	Unit Price	Extended Price
4	61519	61519130779	Calendar, Desk Pad, 22 x 17, 12 Months, Plus Freight Order Less Than \$25 Attribute 1: 2020 Contract: 615-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 11/1/2019 Notes: Jackie Duckworth (5 calendars) Phone: 512/465-1458 Email: jackie.duckworth@txdmv.gov Angela Gonzalez (4 Calendars) P h o n e : 512/465-4229, Angela.Gonzalez@TxD MV.gov MPN: HOD124 Manufacturer Name: House of Doolittle	9	EACH	8.49	\$76.41
5	61519	61519700279	Calendar, Monthly Planner, Black, 6.8 In x 8.75 In, Plus Freight Order Less Than \$25 Attribute 1: 2020 Contract: 615-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 11/1/2019 Notes: Jackie Duckworth (14 calendars) Phone: 512/465-1458 Email: jackie.duckworth@txdmv.gov Angela Gonzalez (15 Calendars) P h o n e : 512/465-4229, Angela.Gonzalez@TxD MV.gov MPN: HOD262602 Manufacturer Name: House of Doolittle	29	EACH	13.08	\$379.32



Purchase Order

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Line #	NIGP Code	Commodity Code/ Supplier Part #	Item	QTY	UOM	Unit Price	Extended Price
6	61519	61519700278	Calendar, Weekly Planner, Black, 5 in x 8 in, Plus Freight Order Less Than \$25 Attribute 1: 2020 Contract: 615-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 11/1/2019 Notes: Jackie Duckworth (5 calendars) Phone: 512/465-1458 Email: jackie.duckworth@txdmv.gov Angela Gonzalez (3 Calendars) P h o n e : 512/465-4229, Angela.Gonzalez@TxD MV.gov MPN: HOD278 Manufacturer Name: House of Doolittle	8	EACH	12.21	\$97.68
7	61519	61519703506	Calendar, Wall, 1 Year Planner, Block 1 In x 1.5 In, Plus Freight Order Less Than \$25 Attribute 1: 2020 Contract: 615-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 11/1/2019 Notes: Angela Gonzalez (1 Calendar) P h o n e : 512/465-4229, Angela.Gonzalez@TxD MV.gov MPN: HOD390 Manufacturer Name: House of Doolittle	1	EACH	13.30	\$13.30

Total \$868.71