



Texas Department of Motor Vehicles  
 Texas SmartBuy PO # 20031583  
 Business Unit # 60800  
 Purchase Order # 0000007661

Payment Terms: **NET30** Freight Terms: **FOB Destination** Ship Via: **See Detail Below** PCC: **0** Date: **11/19/19** PO Method: **DG** 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:** Rosemary Zamora  
**Phone:** 512/465-4199  
**Fax:** 512/495-5641

Bill to **Fax:**

**Email:** Rosemary.Zamora@txdmv.gov

Bill to **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.

TxSmartbuy Purchase order: 20031583

This purchase was processed in accordance with contracts: 075.A1; 485.A1; 615-A1; 620.A1; 640.A1; 645.A1; 832.A1.

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

TxDMV Contacts:

"SEE PO"

Authorized Signature

*Rosemary Zamora*

11/22/2019



Texas Department of Motor Vehicles  
 Texas SmartBuy PO # 20031583  
 Business Unit # 60800  
 Purchase Order # 0000007661

PO Line Info

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
<b>Line-Sch:</b> 1-1	<b>Line Description:</b> Hand Sanitizer, 2 Liter With Pump, Purell/Skilcraft, 4/CS Item available from a preferred contractor	<b>Class/Item:</b> 485/13	<b>Quantity:</b> 2.0000	<b>UOM:</b> EA	<b>Unit Price:</b> \$82.14000	<b>Extended Amt:</b> \$164.28	<b>Due Date:</b> 12/16/2019
Ship To: 1P06		<b>Delivery Instructions:</b>					
4000 Jackson Avenue Austin TX 78731 United States							
						<b>Schedule Total</b>	\$164.28
						<b>ReqID:</b> 0000007987	
Requestor: Veronica Whitaker - CRD						<b>Item Total for Line # 1</b>	\$164.28
<b>Line-Sch:</b> 2-1	<b>Line Description:</b> Post-It Canary Yellow Rectangle Ruled Notes 4" x 6" Pack of 12 (216042)-TxSmartBuy -	<b>Class/Item:</b> 615/62	<b>Quantity:</b> 2.0000	<b>UOM:</b> PKG	<b>Unit Price:</b> \$9.97000	<b>Extended Amt:</b> \$19.94	<b>Due Date:</b> 12/16/2019
Ship To: 1P00		<b>Delivery Instructions:</b>					
4000 Jackson Avenue Austin TX 78731 United States							
						<b>Schedule Total</b>	\$19.94
						<b>ReqID:</b> 0000008223	
REQUESTOR: Virginia Pickering - ITS						<b>Item Total for Line # 2</b>	\$19.94

Authorized Signature

*Rosemary Lamora*

11/22/2019



Texas Department of Motor Vehicles  
Texas SmartBuy PO # 20031583  
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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
<b>Line-Sch:</b> 3-1	<b>Line Description:</b> Pen Stick W/cap ballpoint 12 pk medium blue	<b>Class/Item:</b> 620/80	<b>Quantity:</b> 2.0000	<b>UOM:</b> PAK	<b>Unit Price:</b> \$1.83000	<b>Extended Amt:</b> \$3.66	<b>Due Date:</b> 12/16/2019
Ship To: 1P18		<b>Delivery Instructions:</b>					
135 Slaton Road Building B - VTR Lubbock TX 79404 United States							
						<b>Schedule Total</b>	\$3.66
						<u>ReqID:</u> 0000008351	
Building B TXDMV Requestor: Rita Gutierrez - VTR							
						<b>Item Total for Line # 3</b>	\$3.66
<b>Line-Sch:</b> 4-1	<b>Line Description:</b> Blue ink Pens retractable gel 4 pk Sarasa Zebra	<b>Class/Item:</b> 620/80	<b>Quantity:</b> 6.0000	<b>UOM:</b> PAK	<b>Unit Price:</b> \$6.08000	<b>Extended Amt:</b> \$36.48	<b>Due Date:</b> 12/16/2019
Ship To: 1P18		<b>Delivery Instructions:</b>					
135 Slaton Road Building B - VTR Lubbock TX 79404 United States							
						<b>Schedule Total</b>	\$36.48
						<u>ReqID:</u> 0000008351	
Building B TXDMV Requestor: Rita Gutierrez - VTR							
						<b>Item Total for Line # 4</b>	\$36.48

Authorized Signature

Rosemary Lamora

11/22/2019



Texas Department of Motor Vehicles  
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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
<b>Line-Sch:</b> 5-1	<b>Line Description:</b> Tape Transparent Refill 6 pk	<b>Class/Item:</b> 615/88	<b>Quantity:</b> 6.0000	<b>UOM:</b> PAK	<b>Unit Price:</b> \$5.91000	<b>Extended Amt:</b> \$35.46	<b>Due Date:</b> 12/16/2019
Ship To: 1P18		<b>Delivery Instructions:</b>					
135 Slaton Road Building B - VTR Lubbock TX 79404 United States							
						<b>Schedule Total</b>	\$35.46
						<u>ReqID:</u> 0000008351	
Building B TXDMV							
Requestor: Rita Gutierrez - VTR							
						<b>Item Total for Line # 5</b>	\$35.46
<b>Line-Sch:</b> 6-1	<b>Line Description:</b> Towel, Paper, Quarter Fold, 100% Paper, 6 1/2" x 6 1/2"	<b>Class/Item:</b> 640/85	<b>Quantity:</b> 5.0000	<b>UOM:</b> CS	<b>Unit Price:</b> \$61.85000	<b>Extended Amt:</b> \$309.25	<b>Due Date:</b> 12/16/2019
Ship To: 1P03		<b>Delivery Instructions:</b>					
1001 E. Parmer Lane, Ste. A Austin TX 78753 United States							
						<b>Schedule Total</b>	\$309.25
						<u>ReqID:</u> 0000008418	
Requestor: Mary Vasquez - VTR							
						<b>Item Total for Line # 6</b>	\$309.25

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11/22/2019



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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
<b>Line-Sch:</b> 7-1	<b>Line Description:</b> Post-It Canary Yellow Greener Notes 3" x 3" pack of 24 (216040)	<b>Class/Item:</b> 615/62	<b>Quantity:</b> 12.0000	<b>UOM:</b> PKG	<b>Unit Price:</b> \$9.39000	<b>Extended Amt:</b> \$112.68	<b>Due Date:</b> 12/16/2019
Ship To: 1P03		<b>Delivery Instructions:</b>					
1001 E. Parmer Lane, Ste. A Austin TX 78753 United States							
						<b>Schedule Total</b>	\$112.68
				RegID: 0000008418			
Requestor: Mary Vasquez - VTR						<b>Item Total for Line # 7</b>	\$112.68
<b>Line-Sch:</b> 8-1	<b>Line Description:</b> Post-It Canary Yellow Greener Notes 1-1/2" x 2" Pack of 12 (216080)	<b>Class/Item:</b> 615/62	<b>Quantity:</b> 3.0000	<b>UOM:</b> PKG	<b>Unit Price:</b> \$4.58000	<b>Extended Amt:</b> \$13.74	<b>Due Date:</b> 12/16/2019
Ship To: 1P03		<b>Delivery Instructions:</b>					
1001 E. Parmer Lane, Ste. A Austin TX 78753 United States							
						<b>Schedule Total</b>	\$13.74
				RegID: 0000008418			
Requestor: Mary Vasquez - VTR						<b>Item Total for Line # 8</b>	\$13.74

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11/22/2019



Texas Department of Motor Vehicles  
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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
<b>Line-Sch:</b> 9-1	<b>Line Description:</b> Pen Retractable, Gel ink, Rubber Grip, .7mm Medium Point, Zebra Sarasa, Ink-Blue	<b>Class/Item:</b> 620/80	<b>Quantity:</b> 4.0000	<b>UOM:</b> DOZ	<b>Unit Price:</b> \$10.50000	<b>Extended Amt:</b> \$42.00	<b>Due Date:</b> 12/16/2019
Ship To: 1P03		<b>Delivery Instructions:</b>					
1001 E. Parmer Lane, Ste. A Austin TX 78753 United States							
						<b>Schedule Total</b>	\$42.00
						<u>ReqID:</u> 0000008418	
Requestor: Mary Vasquez - VTR						<b>Item Total for Line # 9</b>	\$42.00
<b>Line-Sch:</b> 10-1	<b>Line Description:</b> Pen, Retractable, Refillable, . 7mm Medium Point, Gel Ink Blue	<b>Class/Item:</b> 620/80	<b>Quantity:</b> 4.0000	<b>UOM:</b> DOZ	<b>Unit Price:</b> \$9.46000	<b>Extended Amt:</b> \$37.84	<b>Due Date:</b> 12/16/2019
Ship To: 1P03		<b>Delivery Instructions:</b>					
1001 E. Parmer Lane, Ste. A Austin TX 78753 United States							
						<b>Schedule Total</b>	\$37.84
						<u>ReqID:</u> 0000008418	
Requestor: Mary Vasquez - VTR						<b>Item Total for Line # 10</b>	\$37.84

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11/22/2019



Texas Department of Motor Vehicles  
Texas SmartBuy PO # 20031583  
Business Unit # 60800  
Purchase Order # 0000007661

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
<b>Line-Sch:</b> 11-1	<b>Line Description:</b> Copy Plus Copy Paper, 92 Brightness, 20Lb, 8-1/2 x 11, White, 5000 sheets/carton	<b>Class/Item:</b> 645/21	<b>Quantity:</b> 14.0000	<b>UOM:</b> CTN	<b>Unit Price:</b> \$47.65000	<b>Extended Amt:</b> \$667.10	<b>Due Date:</b> 12/16/2019
Ship To: 1P03		<b>Delivery Instructions:</b>					
1001 E. Parmer Lane, Ste. A Austin TX 78753 United States							
						<b>Schedule Total</b>	\$667.10
						<u>ReqID:</u> 0000008418	
Requestor: Mary Vasquez - VTR						<b>Item Total for Line # 11</b>	\$667.10
<b>Line-Sch:</b> 12-1	<b>Line Description:</b> Pen Retractable, Gel ink, Rubber Grip, .7mm Medium Point, Zebra Sarasa, Ink- Black	<b>Class/Item:</b> 620/80	<b>Quantity:</b> 4.0000	<b>UOM:</b> DOZ	<b>Unit Price:</b> \$10.50000	<b>Extended Amt:</b> \$42.00	<b>Due Date:</b> 12/16/2019
Ship To: 1P03		<b>Delivery Instructions:</b>					
1001 E. Parmer Lane, Ste. A Austin TX 78753 United States							
						<b>Schedule Total</b>	\$42.00
						<u>ReqID:</u> 0000008418	
Requestor: Mary Vasquez - VTR						<b>Item Total for Line # 12</b>	\$42.00

Authorized Signature

*Rosemary Lamora*

11/22/2019



Texas Department of Motor Vehicles  
 Texas SmartBuy PO # 20031583  
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 Purchase Order # 0000007661

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
<b>Line-Sch:</b> 13-1	<b>Line Description:</b> Pen, Ballpoint, Stick with Cap - Blue Ink	<b>Class/Item:</b> 620/80	<b>Quantity:</b> 3.0000	<b>UOM:</b> DOZ	<b>Unit Price:</b> \$1.83000	<b>Extended Amt:</b> \$5.49	<b>Due Date:</b> 12/16/2019
Ship To: 1P03		<b>Delivery Instructions:</b>					
1001 E. Parmer Lane, Ste. A Austin TX 78753 United States							
						<b>Schedule Total</b>	\$5.49
						<u>ReqID:</u> 0000008418	
Requestor: Mary Vasquez - VTR						<b>Item Total for Line # 13</b>	\$5.49
<b>Line-Sch:</b> 14-1	<b>Line Description:</b> Pen, Ballpoint, Sticker with Cap, Recycled - Blue Ink	<b>Class/Item:</b> 620/80	<b>Quantity:</b> 3.0000	<b>UOM:</b> DOZ	<b>Unit Price:</b> \$2.00000	<b>Extended Amt:</b> \$6.00	<b>Due Date:</b> 12/16/2019
Ship To: 1P03		<b>Delivery Instructions:</b>					
1001 E. Parmer Lane, Ste. A Austin TX 78753 United States							
						<b>Schedule Total</b>	\$6.00
						<u>ReqID:</u> 0000008418	
Requestor: Mary Vasquez - VTR						<b>Item Total for Line # 14</b>	\$6.00

Authorized Signature

*Rosemary Lamora*

11/22/2019



Texas Department of Motor Vehicles  
 Texas SmartBuy PO # 20031583  
 Business Unit # 60800  
 Purchase Order # 0000007661

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
<b>Line-Sch:</b> 15-1	<b>Line Description:</b> Pen, Ballpoint, with Cap, Soft Grip, Medium Point, Blue Ink	<b>Class/Item:</b> 620/80	<b>Quantity:</b> 4.0000	<b>UOM:</b> DOZ	<b>Unit Price:</b> \$7.63000	<b>Extended Amt:</b> \$30.52	<b>Due Date:</b> 12/16/2019
Ship To: 1P03		<b>Delivery Instructions:</b>					
1001 E. Parmer Lane, Ste. A Austin TX 78753 United States							
						<b>Schedule Total</b>	\$30.52
						<u>ReqID:</u> 0000008418	
Requestor: Mary Vasquez - VTR						<b>Item Total for Line # 15</b>	\$30.52
<b>Line-Sch:</b> 16-1	<b>Line Description:</b> Pen, Ballpoint, with Cap, Soft Grip, Medium Point, Black Ink	<b>Class/Item:</b> 620/80	<b>Quantity:</b> 4.0000	<b>UOM:</b> DOZ	<b>Unit Price:</b> \$7.63000	<b>Extended Amt:</b> \$30.52	<b>Due Date:</b> 12/16/2019
Ship To: 1P03		<b>Delivery Instructions:</b>					
1001 E. Parmer Lane, Ste. A Austin TX 78753 United States							
						<b>Schedule Total</b>	\$30.52
						<u>ReqID:</u> 0000008418	
Requestor: Mary Vasquez - VTR						<b>Item Total for Line # 16</b>	\$30.52
<b>Line-Sch:</b> 17-1	<b>Line Description:</b> copier paper recycles 8 1/2 x 11	<b>Class/Item:</b> 645/21	<b>Quantity:</b> 7.0000	<b>UOM:</b> CTN	<b>Unit Price:</b> \$47.65000	<b>Extended Amt:</b> \$333.55	<b>Due Date:</b> 12/16/2019
Ship To: 1P19		<b>Delivery Instructions:</b>					
3901 East Hwy. 80 Odessa TX 79761 United States							
						<b>Schedule Total</b>	\$333.55
						<u>ReqID:</u> 0000008428	
Requestor: Julie Payne - MO						<b>Item Total for Line # 17</b>	\$333.55

Authorized Signature

*Rosemary Lamora*

11/22/2019



Texas Department of Motor Vehicles  
 Texas SmartBuy PO # 20031583  
 Business Unit # 60800  
 Purchase Order # 0000007661

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date	
<b>Line-Sch:</b> 18-1	<b>Line Description:</b> Paper, Bond, Recycled, White, Prem No. 4, 20 lb, Letter, Qty price breaks at 3, 7, 40, 41, 121, 500, and 800 cases. Item # 64521411716	<b>Class/Item:</b> 645/21	<b>Quantity:</b> 7.0000	<b>UOM:</b> CTN	<b>Unit Price:</b> \$47.65000	<b>Extended Amt:</b> \$333.55	<b>Due Date:</b> 12/16/2019	
Ship To: 1P25		<b>Delivery Instructions:</b>						
1601-A Southwest Parkway Wichita Falls TX 76302 United States								
						<b>Schedule Total</b>	\$333.55	
						<b>ReqID:</b> 0000008385		
TxDMV Contact: Lori Stoval 1601-A Southwest Parkway Wichita Falls, TX 76302							<b>Item Total for Line # 18</b>	\$333.55
<b>Line-Sch:</b> 19-1	<b>Line Description:</b> Pencil, Mechanical, Black Lead, Metal Barrel, Rubber Grip, Precision 305, 0.7MM. Item # 62060230506	<b>Class/Item:</b> 620/60	<b>Quantity:</b> 1.0000	<b>UOM:</b> PAK	<b>Unit Price:</b> \$8.48000	<b>Extended Amt:</b> \$8.48	<b>Due Date:</b> 12/16/2019	
Ship To: 1P25		<b>Delivery Instructions:</b>						
1601-A Southwest Parkway Wichita Falls TX 76302 United States								
						<b>Schedule Total</b>	\$8.48	
						<b>ReqID:</b> 0000008385		
TxDMV Contact: Lori Stoval 1601-A Southwest Parkway Wichita Falls, TX 76302							<b>Item Total for Line # 19</b>	\$8.48

Authorized Signature

*Rosemary Lamora*

11/22/2019



Texas Department of Motor Vehicles  
 Texas SmartBuy PO # 20031583  
 Business Unit # 60800  
 Purchase Order # 0000007661

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
<b>Line-Sch:</b> 20-1	<b>Line Description:</b> Lubricant, Penetrating Oil, 3 Oz., WD-40. Item # 07566451808	<b>Class/Item:</b> 075/66	<b>Quantity:</b> 1.0000	<b>UOM:</b> EA	<b>Unit Price:</b> \$2.77000	<b>Extended Amt:</b> \$2.77	<b>Due Date:</b> 12/16/2019
Ship To: 1P25		<b>Delivery Instructions:</b>					
1601-A Southwest Parkway Wichita Falls TX 76302 United States							
						<b>Schedule Total</b>	\$2.77
						<u>ReqID:</u> 0000008385	
This is needed for the door between the lobby and controlled area (door does not shut as well when not lubricated with this oil). Also needed for squeaking chairs.							
TxDMV Contact: Lori Stoval 1601-A Southwest Parkway Wichita Falls, TX 76302							
						<b>Item Total for Line # 20</b>	\$2.77
<b>Line-Sch:</b> 21-1	<b>Line Description:</b> Copy Paper, Premium No 4 Bond, 20 lb, Recycled, SKU: 64521210100-1	<b>Class/Item:</b> 645/21	<b>Quantity:</b> 7.0000	<b>UOM:</b> CTN	<b>Unit Price:</b> \$47.65000	<b>Extended Amt:</b> \$333.55	<b>Due Date:</b> 12/16/2019
Ship To: 1P24		<b>Delivery Instructions:</b>					
2203 Austin Avenue Waco TX 76701 United States							
						<b>Schedule Total</b>	\$333.55
						<u>ReqID:</u> 0000008403	
						<b>Item Total for Line # 21</b>	\$333.55

Authorized Signature

*Rosemary Lamora*

11/22/2019



Texas Department of Motor Vehicles  
 Texas SmartBuy PO # 20031583  
 Business Unit # 60800  
 Purchase Order # 0000007661

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
<b>Line-Sch:</b> 22-1	<b>Line Description:</b> Copy Plus Copy Paper, 92 Brightness, 20lbs 8-1/2" x 11" White 500/sheets carton SP HAM105007	<b>Class/Item:</b> 207/72	<b>Quantity:</b> 30.0000	<b>UOM:</b> CTN	<b>Unit Price:</b> \$47.65000	<b>Extended Amt:</b> \$1,429.50	<b>Due Date:</b> 12/16/2019
	Ship To: 1P08	<b>Delivery Instructions:</b>					
	1925 E. Beltline, Ste. 100 Carrollton TX 75006 United States						
						<b>Schedule Total</b>	<input type="text" value="\$1,429.50"/>
				<u>ReqID:</u> 0000008441			
	Inside Delivery					<b>Item Total for Line # 22</b>	<input type="text" value="\$1,429.50"/>
						<b>Total PO Amount</b>	<input type="text" value="\$3,998.36"/>

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 Lamora*  
11/22/2019



# Purchase Order

## PO No. 20031583

Order Date: 11/20/2019

Internal Tracking No.: 0000007661

**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:****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	<a href="mailto:Rosemary.Zamora@TxDMV.gov">Rosemary.Zamora@TxDMV.gov</a>	

Line #	NIGP Code	Commodity Code/ Supplier Part #	Item	QTY	UOM	Unit Price	Extended Price
1	48513	48513504067	<b>Hand Sanitizer, 2 Liter With Pump, Purell/Skilcraft, 4/CS</b> Contract: 485-A1 Contract Type: Term Delivery ARO (days): 18 Delivery Date: 12/9/2019 Ship to Address: Texas Department Of Motor Vehicles - 608 4000 JACKSON AVENUE AUSTIN TX 78731 Notes: Requestor: Veronica Whitaker	2	CASE	82.14	\$164.28



# Purchase Order

## PO No. 20031583

Order Date: 11/20/2019

Internal Tracking No.: 0000007661

Line #	NIGP Code	Commodity Code/ Supplier Part #	Item	QTY	UOM	Unit Price	Extended Price
2	61562	61562385602	<b>Self Stick Note Pad, 4" x 6", Yellow, Lined,100 Sheets/Pad, 6 Pads/PK, Plus Freight Order Less Than \$25</b> Contract: 615-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 12/4/2019 Ship to Address: Texas Department Of Motor Vehicles - 608 4000 JACKSON AVENUE AUSTIN TX 78731 Notes: Requestor: Virginia Pickering Manufacturer Name: 3M	2	PACK	9.97	\$19.94
3	62080	62080150147	<b>Pen, Ballpoint, Stick with Cap, Plus Freight Order Less Than \$50</b> Attribute 1: Blue Medium 62080150584-1 Contract: 620-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 12/4/2019 Ship to Address: Texas Department Of Motor Vehicles - 608 135 SLATON ROAD Building B - VTR LUBBOCK TX 79404 Notes: TxDMV Contact: Rita Gutierrez 135 Slaton Road, Bldg-B VTR Lubbock, TX 79404	2	DOZ	1.83	\$3.66



# Purchase Order

PO No. 20031583

Order Date: 11/20/2019

Internal Tracking No.: 0000007661

Line #	NIGP Code	Commodity Code/ Supplier Part #	Item	QTY	UOM	Unit Price	Extended Price
4	62080	62080230105	<b>Pen, Gel Ink, 0.7mm, Retractable, Rubber Grip, Zebra Sarasa, 4 Pens/ Pack, Plus Freight Order Less Than \$25</b> Attribute 1: Blue-62080230204 Contract: 620-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 12/4/2019 Ship to Address: Texas Department Of Motor Vehicles - 608 135 SLATON ROAD Building B - VTR LUBBOCK TX 79404 Notes: TxDMV Contact: Rita Gutierrez 135 Slaton Road, Bldg-B VTR Lubbock, TX 79404	6	PACK	6.08	\$36.48
5	83220	83220112	<b>Tape, Transparent, Refill, 3/4" x 1000", Core 1", Multi-Purpose, 6/ Pack, Freight Order Less Than \$50</b> Contract: 832-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 12/4/2019 Ship to Address: Texas Department Of Motor Vehicles - 608 135 SLATON ROAD Building B - VTR LUBBOCK TX 79404 Notes: TxDMV Contact: Rita Gutierrez 135 Slaton Road, Bldg-B VTR Lubbock, TX 79404	6	PKG	5.91	\$35.46
6	64085	64085121008	<b>Towel, Paper, Quarter Fold, 100% Paper, 6 1/2" x 6 1/2", 150/Dispenser Box, 6 Box/CS</b> Contract: 640-A1 Contract Type: Term Delivery ARO (days): 15 Delivery Date: 12/5/2019 Ship to Address: Texas Department Of Motor Vehicles - 608 4000 JACKSON AVENUE AUSTIN TX 78731 Notes: Requestor: Mary Vasquez	5	CASE	61.85	\$309.25



# Purchase Order

PO No. 20031583

Order Date: 11/20/2019

Internal Tracking No.: 0000007661

Line #	NIGP Code	Commodity Code/ Supplier Part #	Item	QTY	UOM	Unit Price	Extended Price
7	61562	61562384000	<b>Self Stick Note Pad, 3" x 3", Yellow, 100 Sheets/Pad, 12 Pads/Pkg, Plus Freight Order Less Than \$25</b> Contract: 615-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 12/4/2019 Ship to Address: Texas Department Of Motor Vehicles - 608 4000 JACKSON AVENUE AUSTIN TX 78731 Notes: Requestor: Mary Vasquez	12	PKG	9.39	\$112.68
8	61562	61562381501	<b>Note Pad, Self Stick, 1.5" x 2", Yellow, 100 Sheets/Pad, 12 Pads/Pkg, Plus Freight Less Than 12 Pkg</b> Contract: 615-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 12/4/2019 Ship to Address: Texas Department Of Motor Vehicles - 608 4000 JACKSON AVENUE AUSTIN TX 78731 Notes: Requestor: Mary Vasquez	3	PKG	4.58	\$13.74
9	62080	62080231100	<b>Pen, Retractable, Gel ink, Rubber Grip, .7mm Medium Point, Zebra Sarasa, Plus Freight Order Less Than \$25</b> Attribute 1: BLUE Contract: 615-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 12/4/2019 Ship to Address: Texas Department Of Motor Vehicles - 608 4000 JACKSON AVENUE AUSTIN TX 78731 Notes: Requestor: Mary Vasquez MPN: 46810D Manufacturer Name: Zebra	4	DOZ	10.50	\$42.00



# Purchase Order

PO No. 20031583

Order Date: 11/20/2019

Internal Tracking No.: 0000007661

Line #	NIGP Code	Commodity Code/ Supplier Part #	Item	QTY	UOM	Unit Price	Extended Price
10	62080	62080100017	<b>Pen, .7MM Medium Point, Retractable, Refillable, Gel ink, Plus Freight Order Less Than \$25</b> Attribute 1: Blue Contract: 620-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 12/4/2019 Ship to Address: Texas Department Of Motor Vehicles - 608 4000 JACKSON AVENUE AUSTIN TX 78731 Notes: Requestor: Mary Vasquez	4	DOZ	9.46	\$37.84
11	64521	64521350104-10	<b>Paper, Bond, Virgin, Premium No. 4, 20 Lb., 8-1/2" X 11", Freight is included</b> Contract: 645-A1 Contract Type: Term Delivery ARO (days): 20 Delivery Date: 12/10/2019 Ship to Address: Texas Department Of Motor Vehicles - 608 4000 JACKSON AVENUE AUSTIN TX 78731 Notes: Requestor: Mary Vasquez - VTR (14) Requestor: Julie Payne - MO (7) Manufacturer Name: Skilcraft	21	CRTN	47.65	\$1,000.65
12	62080	62080231100	<b>Pen, Retractable, Gel ink, Rubber Grip, .7mm Medium Point, Zebra Sarasa, Plus Freight Order Less Than \$25</b> Attribute 1: BLACK Contract: 615-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 12/4/2019 Ship to Address: Texas Department Of Motor Vehicles - 608 4000 JACKSON AVENUE AUSTIN TX 78731 Notes: Requestor: Mary Vasquez MPN: 46810D Manufacturer Name: Zebra	4	DOZ	10.50	\$42.00



# Purchase Order

## PO No. 20031583

Order Date: 11/20/2019

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Line #	NIGP Code	Commodity Code/ Supplier Part #	Item	QTY	UOM	Unit Price	Extended Price
13	62080	62080150147	<b>Pen, Ballpoint, Stick with Cap, Plus Freight Order Less Than \$50</b> Attribute 1: Blue Medium 62080150584-1 Contract: 620-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 12/4/2019 Ship to Address: Texas Department Of Motor Vehicles - 608 4000 JACKSON AVENUE AUSTIN TX 78731 Notes: Requestor: Mary Vasquez	3	DOZ	1.83	\$5.49
14	62080	62080051006	<b>Pen, Ballpoint, With Cap, Soft Grip, Medium Point, Plus Freight Order Less Than \$25</b> Attribute 1: Blue Medium-62080051006 Contract: 620-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 12/4/2019 Ship to Address: Texas Department Of Motor Vehicles - 608 4000 JACKSON AVENUE AUSTIN TX 78731 Notes: Requestor: Mary Vasquez	4	DOZ	7.63	\$30.52
15	62080	62080051006	<b>Pen, Ballpoint, With Cap, Soft Grip, Medium Point, Plus Freight Order Less Than \$25</b> Attribute 1: Black Medium-62080052004 Contract: 620-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 12/4/2019 Ship to Address: Texas Department Of Motor Vehicles - 608 4000 JACKSON AVENUE AUSTIN TX 78731 Notes: Requestor: Mary Vasquez	4	DOZ	7.63	\$30.52



# Purchase Order

## PO No. 20031583

Order Date: 11/20/2019

Internal Tracking No.: 0000007661

Line #	NIGP Code	Commodity Code/ Supplier Part #	Item	QTY	UOM	Unit Price	Extended Price
16	62080	62080031008	<b>Pen, Ballpoint, Stick with Cap, Recycled, Plus Freight Order Less Than \$25</b> Attribute 1: Fine Blue-62080031008 Contract: 620-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 12/4/2019 Ship to Address: Texas Department Of Motor Vehicles - 608 4000 JACKSON AVENUE AUSTIN TX 78731 Notes: Requestor: Mary Vasquez	3	DOZ	2.00	\$6.00
17	64521	64521350104-10	<b>Paper, Bond, Virgin, Premium No. 4, 20 Lb., 8-1/2" X 11", Freight is included</b> Contract: 645-A1 Contract Type: Term Delivery ARO (days): 20 Delivery Date: 12/10/2019 Ship to Address: Texas Department Of Motor Vehicles - 608 1601-A SOUTHWEST PARKWAY WICHITA FALLS TX 76302 Notes: TxDMV Contact: Lori Stoval 1601-A Southwest Parkway Wichita Falls, TX 76302 Manufacturer Name: Skilcraft	7	CRTN	47.65	\$333.55
18	62060	62060230506	<b>Pencil, Mechanical, Black Lead, Metal Barrel, Rubber Grip, Precision 305, 6 EA/Pack, Freight Included</b> Attribute 1: 0.7mm 62060231009 Contract: 620-A1 Contract Type: Term Delivery ARO (days): 10 Delivery Date: 12/2/2019 Ship to Address: Texas Department Of Motor Vehicles - 608 1601-A SOUTHWEST PARKWAY WICHITA FALLS TX 76302 Notes: TxDMV Contact: Lori Stoval 1601-A Southwest Parkway Wichita Falls, TX 76302	1	PACK	8.48	\$8.48



# Purchase Order

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Internal Tracking No.: 0000007661

Line #	NIGP Code	Commodity Code/ Supplier Part #	Item	QTY	UOM	Unit Price	Extended Price
19	07566	07566451808	<b>Lubricant, Penetrating Oil, 3 Oz., Water Displacing Spray, WD-40, Plus Freight Order Less Than 12 Each</b> Contract: 075-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 12/4/2019 Ship to Address: Texas Department Of Motor Vehicles - 608 1601-A SOUTHWEST PARKWAY WICHITA FALLS TX 76302 Notes: TxDMV Contact: Lori Stoval 1601-A Southwest Parkway Wichita Falls, TX 76302	1	EACH	2.77	\$2.77
20	64521	64521350104-10	<b>Paper, Bond, Virgin, Premium No. 4, 20 Lb., 8-1/2" X 11", Freight is included</b> Contract: 645-A1 Contract Type: Term Delivery ARO (days): 20 Delivery Date: 12/10/2019 Ship to Address: Texas Department Of Motor Vehicles - 608 2203 AUSTIN AVENUE WACO TX 76701 Notes: Requestor: Stephanie Powell Manufacturer Name: Skilcraft	7	CRTN	47.65	\$333.55
21	64521	64521350104-10	<b>Paper, Bond, Virgin, Premium No. 4, 20 Lb., 8-1/2" X 11", Freight is included</b> Contract: 645-A1 Contract Type: Term Delivery ARO (days): 20 Delivery Date: 12/10/2019 Ship to Address: Texas Department Of Motor Vehicles - 608 1925 E BELTLINE ROAD , SUITE 100 CARROLLTON TX 75006 Notes: Requestor: Krystal Reed Manufacturer Name: Skilcraft	30	CRTN	47.65	\$1,429.50

**Total \$3,998.36**