



Texas Department of Motor Vehicles
 Texas SmartBuy PO # 20043247
 Business Unit # 60800
 Purchase Order # 0000007695

Payment **NET3** Freight **FOB** Ship Via: **US MAIL** PCC: **0** Date: **12/02/19** PO Method: **DG** Dispatch: **Dispatch** Rev Dt:
 Terms: **0** Terms: **Destination** **Via Print**

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

Vendor: WORKQUEST
 1011 E 53RD 1/2 ST
 AUSTIN TX 78751-1703
 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: Paula A Ramsey
Phone: 512/465-4191
Fax: 512/465-5641

Bill to **Fax:**

Email: Paula.Ramsey1@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.

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

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.

Term Contract# 204-A1, 615-A1 645-A1

TexasSmartBuy PO#: 20043247

Authorized Signature

Paula Ramsey, CTM, CTA

12/13/2019



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PO Line Info

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
Line-Sch: 1-1	Line Description: Paper, Bond, Recycled, White, Prem No. 4, 20 lb, Letter, Qty Price Breaks CC# 64521411718	Class/Item: 645/21	Quantity: 20.0000	UOM: CTN	Unit Price: \$43.21000	Extended Amt: \$864.20	Due Date: 12/23/2019
						Schedule Total	\$864.20
						ReqID: 0000008474	
Renee Israel - Bldg. 6						Item Total for Line # 1	\$864.20
Line-Sch: 2-1	Line Description: Mouse Pad - Assorted Colors - CC# BLUE - 20468595507	Class/Item: 204/68	Quantity: 1.0000	UOM: DOZ	Unit Price: \$27.21000	Extended Amt: \$27.21	Due Date: 01/01/2019
						Schedule Total	\$27.21
						ReqID: 0000008474	
Renee Israel - Bldg. 6						Item Total for Line # 2	\$27.21
Line-Sch: 3-1	Line Description: Pen, Retractable, Gel ink, Rubber Grip, .7mm Medium Point, Zebra Sarasa CC# 62080231100	Class/Item: 620/80	Quantity: 6.0000	UOM: DOZ	Unit Price: \$10.50000	Extended Amt: \$63.00	Due Date: 12/16/2019
						Schedule Total	\$63.00
						ReqID: 0000008474	
Renee Israel - Bldg. 6						Item Total for Line # 3	\$63.00
						Total PO Amount	\$954.41

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, CTA
 12/13/2019

Authorized Signature

Paula Ramsey, CCM, CEA

12/13/2019