



Texas Department of Motor Vehicles
 Texas SmartBuy PO # 20044250,
 Business Unit # 60800
 Purchase Order # 0000007719

Payment **NET3** Freight **PREPAY** Ship Via: **VNDR** PCC: **0** Date: **12/06/19** PO Method: **DG** Dispatch: **Dispatch** Rev Dt:
 Terms: **0** Terms: **AND ADD** **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: See Detail Below

Vendor ID: 1741976051 1

Purchaser: Paula A Ramsey
Phone: 512/465-4191
Fax: 512/465-5641

Bill To: 4000 Jackson Avenue
 Austin TX 78731
 United States

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.

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# 615-A1, 620-A1, 645-A1 832-A1

TexasSmartBuy PO#: 20044250, 20044253 20044258

Authorized Signature

Paula Ramsey, CTM, CTA

12/06/2019



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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: Self Stick Note Pad, 3" x 3", Yellow SP 61562384000	Class/Item: 615/62	Quantity: 10.0000	UOM: PKG	Unit Price: \$9.39000	Extended Amt: \$93.90	Due Date: 12/20/2019
Ship To:	1P08	Delivery Instructions:					
	1925 E. Beltline, Ste. 100 Carrollton TX 75006 United States						
						Schedule Total	\$93.90
				<u>ReqID:</u> 0000008441			
						Item Total for Line # 1	\$93.90
Line-Sch: 2-1	Line Description: Tape, Transparent, Refill, 3/4" x 1000", Core 1", Multi- purpose, 6/Pack SP 83220112	Class/Item: 832/20	Quantity: 10.0000	UOM: PKG	Unit Price: \$5.91000	Extended Amt: \$59.10	Due Date: 12/20/2019
Ship To:	1P08	Delivery Instructions:					
	1925 E. Beltline, Ste. 100 Carrollton TX 75006 United States						
						Schedule Total	\$59.10
				<u>ReqID:</u> 0000008441			
						Item Total for Line # 2	\$59.10

Authorized Signature

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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
Line-Sch: 3-1	Line Description: Highlighter, Chisel Tip Yellow Commodity Code 62090383509	Class/Item: 620/90	Quantity: 1.0000	UOM: DOZ	Unit Price: \$9.50000	Extended Amt: \$9.50	Due Date: 12/20/2019
Ship To: 1P17		Delivery Instructions:					
4549 W. Loop 281 Longview TX 75604 United States							
						Schedule Total	<input type="text" value="\$9.50"/>
						<u>ReqID:</u> 0000008515	
						Item Total for Line # 3	<input type="text" value="\$9.50"/>
Line-Sch: 4-1	Line Description: Pen, Rollerball, Black Gel Ink, Retractable, Rubber Grip, General Use Commodity Code 62080220106	Class/Item: 620/80	Quantity: 2.0000	UOM: DOZ	Unit Price: \$9.30000	Extended Amt: \$18.60	Due Date: 12/20/2019
Ship To: 1P04		Delivery Instructions:					
8550 Eastex Freeway Beaumont TX 77708 United States							
						Schedule Total	<input type="text" value="\$18.60"/>
						<u>ReqID:</u> 0000008513	
Commodity Code: 62080220106						Item Total for Line # 4	<input type="text" value="\$18.60"/>

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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
Line-Sch: 5-1	Line Description: Multi-purpose Transparent Tape Commodity Code 83220112	Class/Item: 832/20	Quantity: 6.0000	UOM: PKG	Unit Price: \$5.91000	Extended Amt: \$35.46	Due Date: 12/20/2019
Ship To:	1P04	Delivery Instructions:					
	8550 Eastex Freeway Beaumont TX 77708 United States						
						Schedule Total	\$35.46
				<u>ReqID:</u> 0000008513			
						Item Total for Line # 5	\$35.46
Line-Sch: 6-1	Line Description: Correction Tape Sideways Tip Skilcraft Commodity Code 61529311005	Class/Item: 615/29	Quantity: 8.0000	UOM: EA	Unit Price: \$2.44000	Extended Amt: \$19.52	Due Date: 12/20/2019
Ship To:	1P18	Delivery Instructions:					
	135 Slaton Road Building B - VTR Lubbock TX 79404 United States						
						Schedule Total	\$19.52
				<u>ReqID:</u> 0000008351			
Lubbock - TXDMV Office Building B						Item Total for Line # 6	\$19.52

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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date	
Line-Sch: 7-1	Line Description: Self Stick Note Pad, 3" x 5", Yellow; WorkQuest #61562384315	Class/Item: 615/62	Quantity: 5.0000	UOM: PKG	Unit Price: \$11.92000	Extended Amt: \$59.60	Due Date: 12/20/2019	
Ship To: 1P00		Delivery Instructions:						
4000 Jackson Avenue Austin TX 78731 United States								
						Schedule Total	\$59.60	
						<u>ReqID:</u> 0000008460		
3 - Claudia Leal to replace the box she gave to FAS 2 - CFO Suite							Item Total for Line # 7	\$59.60
Line-Sch: 8-1	Line Description: Paper, Bond, White, Prem No. 4, 20 lb, Letter; 64521350104-10	Class/Item: 645/21	Quantity: 15.0000	UOM: CTN	Unit Price: \$47.65000	Extended Amt: \$714.75	Due Date: 12/26/2019	
Ship To: 1P00		Delivery Instructions:						
4000 Jackson Avenue Austin TX 78731 United States								
						Schedule Total	\$714.75	
						<u>ReqID:</u> 0000008460		
6 Cartons - Purchasing 6 Cartons - Outside Blake Randow's Office 3 Cartons - CFO Suite							Item Total for Line # 8	\$714.75
						Total PO Amount	\$1,010.43	

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
 12/06/2019