



Texas Department of Motor Vehicles
 Texas SmartBuy PO # 20058318
 Business Unit # 60800
 Purchase Order # 0000007862

Payment **NET3** Freight **FOB** Ship Via: **US MAIL** PCC: **A** Date: **01/16/20** PO Method: **AT** 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 St
 AUSTIN TX 78751
 United States

Ship To: 1P12 - Finance Admin Services
 4000 Jackson Avenue
 Austin TX 78731
 United States

Bill To: 4000 Jackson Avenue
 Austin TX 78731
 United States

Vendor ID: 1741976051 1

Purchaser: Travis Reese
Phone: 512 4654180
Fax: 512/465-5641

Bill to **Fax:**

Email: Travis.Reese@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.

TxDmv Contact:

Dawn McNabb
 Dawn.McNabb@TxDMV.gov
 (512) 465-1262

Vendor Contact:

Audrey Cedillo
 Smartbuy@Tibh.Org
 (512) 451-8145

TxSmartbuy PO# 20058318

Term Contract# 620-A1

Authorized Signature

01/23/2020



Texas Department of Motor Vehicles
 Texas SmartBuy PO # 20058318
 Business Unit # 60800
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PO Line Info

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
1-1	Line Description: Commodity Code: 62090220989 Item Detail: Marker, Permanent, Fine Tip, 12/pack Contract: 620-A1	620/90	1.0000	DOZ	\$7.88000	\$7.88	01/31/2020
						Schedule Total	\$7.88
				<u>ReqID:</u>	0000008641		
Requestor: Dawn McNabb						Item Total for Line # 1	\$7.88
2-1	Line Description: Commodity Code: 62090771007 Item Detail: Marker, Permanent, Black, Chisel Tip, Retractable, 4/pack Contract: 620-A1	620/90	3.0000	PAK	\$3.61000	\$10.83	01/31/2020
						Schedule Total	\$10.83
				<u>ReqID:</u>	0000008641		
Requestor: Dawn McNabb						Item Total for Line # 2	\$10.83
						Total PO Amount	\$18.71

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

01/23/2020



Purchase Order

PO No. 20058318

Order Date: 1/23/2020

Internal Tracking No.: 0000007862

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	Travis Reese	Travis.Reese@TxDMV.gov	(512) 465-4180

Line #	NIGP Code	Commodity Code/ Supplier Part #	Item	QTY	UOM	Unit Price	Extended Price
1	62090	62090220989	Marker, Permanent, Fine Tip, Plus Freight Order Less Than \$25 Attribute 1: Black-62090220989 Contract: 620-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 2/6/2020 Notes: Requestor: Dawn McNabb	1	DOZ	7.88	\$7.88
2	62090	62090771007	Marker, Permanent, Chisel Tip, Retractable, Black, 4/PK, Plus Freight Order Less Than \$25 Contract: 620-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 2/6/2020 Notes: Requestor: Dawn McNabb	3	PKG	3.61	\$10.83

Total \$18.71