



Texas Department of Motor Vehicles
 Business Unit # 60800
 Purchase Order # 0000007925
 Purchase Order Change Notice (# 1)

Payment **NET3** Freight **See Detail** Ship Via: **VNDR** PCC: **E** Date: **01/31/20** PO Method: **SP** Dispatch: **Dispatch** Rev Dt: **02/12/20**
 Terms: **0** Terms: **Below** **Via Print**

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

Vendor: P D MORRISON ENTERPRISES INC
 DBA PDME INC
 BUILDING 2 STE 208
 1120 TORO GRANDE DR
 CEDAR PARK TX 786136974
United States

Ship To: See Detail Below

Bill To: 4000 Jackson Avenue
 Austin TX 78731
 United States

Vendor ID: 1742695260 6

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.

Per PDME State of Texas Pricing

TxDMV Contacts:
 [See Line Details]

Vendor Contact:
 Anna Vargas
 avargas@pdme.com
 (512) 335-7173

POCN#1, 02/12/2020, Travis R: Requestor ordered wrong item. Changed line 1 from SKU: UNV05610 to SKU: UNV 40304

Authorized Signature

02/12/2020



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PO Line Info

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
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Line-Sch: 1-1	Line Description: SKU: UNV 40304 Desc: Hardboard Clipboard, 1" Capacity, Holds 8 1/2 x 11, Brown	Class/Item: 615/25	Quantity: 4.0000	UOM: EA	Unit Price: \$1.85000	Extended Amt: \$7.40	Due Date: 02/12/2020
Ship To: 1P25		Delivery Instructions:					
1601-A Southwest Parkway Wichita Falls TX 76302 United States							
						Schedule Total	<input type="text" value="\$7.40"/>
						<u>ReqID:</u> 0000008560	
Requestor: Lori Stovall Lori.Stovall@TxDMV.gov (940) 235-4816							
Requestor accidentally ordered wrong item. PDME asks that we keep or scrap the item, and only pay the freight. Credit 01hc4979001							
						Item Total for Line # 1	<input type="text" value="\$7.40"/>

Line-Sch: 2-1	Line Description: SKU: UNV08124 Desc: Recycled Plastic #17 Calendar Holder, 3-1/2 x 6- 1/2, Black	Class/Item: 615/19	Quantity: 2.0000	UOM: EA	Unit Price: \$2.05000	Extended Amt: \$4.10	Due Date: 02/12/2020
Ship To: 1P07		Delivery Instructions:					
602 N. Staples Street Corpus Christi TX 78401 United States							
						Schedule Total	<input type="text" value="\$4.10"/>
						<u>ReqID:</u> 0000008622	
Requestor: Cynthia Cortinas Cynthia.Cortinas@TxDMV.gov (361) 808-3912							
						Item Total for Line # 2	<input type="text" value="\$4.10"/>

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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
Line-Sch: 3-1	Line Description: SKU: UNV35715 Desc: Impact & Inkjet Print Bond Paper Rolls, 0.5" Core, 2.25" x 150 ft, White, 12/Pack	Class/Item: 615/03	Quantity: 1.0000	UOM: PAK	Unit Price: \$8.22000	Extended Amt: \$8.22	Due Date: 02/12/2020
Ship To: 1P17		Delivery Instructions:					
4549 W. Loop 281 Longview TX 75604 United States							
						Schedule Total	<input type="text" value="\$8.22"/>
						<u>ReqID:</u> 0000008689	
Requestor: Maria Guevara Maria.Guevara@TxDMV.gov (903) 237-2816						Item Total for Line # 3	<input type="text" value="\$8.22"/>
Line-Sch: 4-1	Line Description: SKU: UNV63000 Desc: General-Purpose Box Sealing Tape, 3" Core, 1.88" x 60 yds, Clear, 6/Pack	Class/Item: 832/55	Quantity: 1.0000	UOM: PAK	Unit Price: \$6.58000	Extended Amt: \$6.58	Due Date: 02/26/2020
Ship To: 1P02		Delivery Instructions:					
5715 I-27 Amarillo TX 79110 United States							
						Schedule Total	<input type="text" value="\$6.58"/>
						<u>ReqID:</u> 0000008714	
Requestor: Amanda Porter-Brown Amanda.PorterBrown@txdmv.gov (806) 457-3611						Item Total for Line # 4	<input type="text" value="\$6.58"/>

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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date	
Line-Sch: 5-1	Line Description: SKU: MMF28908 Desc: Secure-A-Pen Antimicrobial Ballpoint Counter Pen Kit with Round Base and 24" Ball Chain, 1mm, Blue Ink/Barrel	Class/Item: 620/80	Quantity: 4.0000	UOM: EA	Unit Price: \$2.53000	Extended Amt: \$10.12	Due Date: 02/26/2020	
Ship To: 1P02		Delivery Instructions:						
5715 I-27 Amarillo TX 79110 United States								
						Schedule Total	\$10.12	
						ReqID: 0000008714		
Requestor: Amanda Porter-Brown Amanda.PorterBrown@txdmv.gov (806) 457-3611							Item Total for Line # 5	\$10.12
Line-Sch: 6-1	Line Description: SKU: DYM30252 Desc: LabelWriter Address Labels, 1.12" x 3.5", White, 350 Labels/Roll, 2 Rolls/Pack	Class/Item: 207/72	Quantity: 6.0000	UOM: BOX	Unit Price: \$16.64000	Extended Amt: \$99.84	Due Date: 02/12/2020	
Ship To: 1P18		Delivery Instructions:						
135 Slaton Road Building B - VTR Lubbock TX 79404 United States								
						Schedule Total	\$99.84	
						ReqID: 0000008609		
Requestor: Rita Gutierrez Rita.Gutierrez@TxDMV.gov (806) 748-2911							Item Total for Line # 6	\$99.84

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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
7-1	SKU: BRTTZE231 Desc: TZe Standard Adhesive Laminated Labeling Tape, 0.47" x 26.2 ft, Black on White	207/72	1.0000	EA	\$10.48000	\$10.48	02/12/2020
Ship To: 1P18		Delivery Instructions:					
135 Slaton Road Building B - VTR Lubbock TX 79404 United States							
						Schedule Total	\$10.48
						ReqID: 0000008609	
Requestor: Rita Gutierrez Rita.Gutierrez@TxDMV.gov (806) 748-2911						Item Total for Line # 7	\$10.48
						Total PO Amount	\$146.74

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

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