



Texas Department of Motor Vehicles
 Texas SmartBuy PO # 20064568
 Business Unit # 60800
 Purchase Order # 0000007930

Payment Terms: **NET30** Freight Terms: **PREPAY AND ADD** Ship Via: **VNDR** PCC: **A** Date: **02/03/20** PO Method: **AT** Dispatch: **Dispatch Via Print** Rev Dt:

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

Vendor: LIBERTY DATA PRODUCTS INC
 DBA- LIBERTY OFFICE PRODUCTS
 PO BOX 630729
 HOUSTON TX 77263-0729
 United States

Ship To: See Detail Below

Vendor ID: 1760190901 7

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

Bill To: 4000 Jackson Avenue
 Austin TX 78731
 United States

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 Contacts:
 [See Line Details]

Vendor Contact:
 Samuel Young
 Cleblanc@Libertyoffice.Com
 (713) 789-3282 x113

TxSmartbuy PO# 20064568

Term Contract: 615-A1

Authorized Signature

02/04/2020



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 Purchase Order # 0000007930

PO Line Info

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
1-1	Line Description: Commodity Code: 61509218446 Item Detail: Clips, Paper Jumbo, Smooth, 100 EA/Box, 10 Box/Pack, 1000 EA/Pack Contract: 615-A1	615/09	1.0000	PKG	\$4.87000	\$4.87	02/10/2020
	Ship To: 1P02 5715 I-27 Amarillo TX 79110 United States	Delivery Instructions:					
						Schedule Total	\$4.87
				ReqID:	0000008714		
	Requestor: Amanda Porter-Brown Amanda.PorterBrown@TxDMV.gov (806) 457-3611					Item Total for Line # 1	\$4.87
2-1	Line Description: Commodity Code: 61569190673 Item Detail: Clips, Cubicle, 1-5/16" Wide, Charcoal, 24/Pack Contract: 615-A1	615/69	4.0000	BOX	\$5.44000	\$21.76	02/10/2020
	Ship To: 1P00 4000 Jackson Avenue Austin TX 78731 United States	Delivery Instructions:					
						Schedule Total	\$21.76
				ReqID:	0000008701		
	Requestor: Renee Israel Renee.Israel@TxDMV.gov (512) 465-1420					Item Total for Line # 2	\$21.76

Authorized Signature

02/04/2020



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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
Line-Sch: 3-1	Line Description: Commodity Code: 61553302376 Item Detail: Letter Opener, 9" Blade, Chrome Plated Contract: 615-A1	Class/Item: 615/53	Quantity: 6.0000	UOM: EA	Unit Price: \$0.40000	Extended Amt: \$2.40	Due Date: 02/10/2020
	Ship To: 1P00	Delivery Instructions:					
	4000 Jackson Avenue Austin TX 78731 United States						
						Schedule Total	<input type="text" value="\$2.40"/>
				<u>ReqID:</u> 0000008701			
	Requestor: Renee Israel Renee.Israel@TxDMV.gov (512) 465-1420					Item Total for Line # 3	<input type="text" value="\$2.40"/>
Line-Sch: 4-1	Line Description: Commodity Code: 61584572707 Item Detail: Push Pins, Clear, 0.5" Length x 0.3" Diameter, 100/Box Contract: 615-A1	Class/Item: 615/84	Quantity: 1.0000	UOM: BOX	Unit Price: \$0.98000	Extended Amt: \$0.98	Due Date: 02/10/2020
	Ship To: 1P25	Delivery Instructions:					
	1601-A Southwest Parkway Wichita Falls TX 76302 United States						
						Schedule Total	<input type="text" value="\$0.98"/>
				<u>ReqID:</u> 0000008560			
	Requestor: Lori Stovall Lori.Stovall@TxDMV.gov (940) 235-4816					Item Total for Line # 4	<input type="text" value="\$0.98"/>
						Total PO Amount	<input type="text" value="\$30.01"/>

All Shipments, Shipping papers, invoices and correspondence must be identified with our Purchase Order Number. Over shipments will not be accepted

Authorized Signature

02/04/2020



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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

A handwritten signature in black ink, appearing to be "M. H. Smith", written over a light blue rectangular background.

02/04/2020



Purchase Order

PO No. 20064568

Order Date: 2/4/2020

Internal Tracking No.: 0000007930

Contractor Info

Liberty Office Products
17601909017
PO Box 630729
Houston, TX 77263-0729

(800) 460-8900

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

Line #	NIGP Code	Commodity Code/ Supplier Part #	Item	QTY	UOM	Unit Price	Extended Price
1	61509	61509218446	Clips, Paper Jumbo, Smooth, 100 EA/Box, 10 Box/Pack, 1000 EA/Pack; Freight Included Contract: 615-A1 Contract Type: Term Delivery ARO (days): 3 Delivery Date: 2/7/2020 Ship to Address: Texas Department Of Motor Vehicles - 608 5715 Canyon Dr., Building H AMARILLO TX 79110 Notes: Requestor: Amanda Porter-Brown Amanda.PorterBrown@TxDMV.gov (806) 457-3611 MPN: 65639 Manufacturer Name: Business Source	1	PACK	4.87	\$4.87



Purchase Order

PO No. 20064568

Order Date: 2/4/2020

Internal Tracking No.: 0000007930

Line #	NIGP Code	Commodity Code/ Supplier Part #	Item	QTY	UOM	Unit Price	Extended Price
2	61569	61569190673	Clips, Cubicle, 1- 5/16" Wide, Charcoal, 24/Pack, Freight Included Contract: 615-A1 Contract Type: Term Delivery ARO (days): 3 Delivery Date: 2/7/2020 Ship to Address: Texas Department Of Motor Vehicles - 608 4000 JACKSON AVENUE AUSTIN TX 78731 Notes: Requestor: Renee Israel Renee.Israel@TxDMV.gov (512) 465-1420 MPN: 80673 Manufacturer Name: Lorell	4	Pack	5.44	\$21.76
3	61553	61553302376	Letter Opener, 9" Blade, Chrome Plated, Freight Included Contract: 615-A1 Contract Type: Term Delivery ARO (days): 3 Delivery Date: 2/7/2020 Ship to Address: Texas Department Of Motor Vehicles - 608 4000 JACKSON AVENUE AUSTIN TX 78731 Notes: Requestor: Renee Israel Renee.Israel@TxDMV.gov (512) 465-1420 MPN: 32376 Manufacturer Name: Business Source	6	Each	0.40	\$2.40
4	61584	61584572707	Push Pins, Clear, 0.5" Length x 0.3" Diameter, 100/Box, Freight Included Contract: 615-A1 Contract Type: Term Delivery ARO (days): 3 Delivery Date: 2/7/2020 Ship to Address: Texas Department Of Motor Vehicles - 608 1601-A SOUTHWEST PARKWAY WICHITA FALLS TX 76302 Notes: Requestor: Lori Stovall Lori.Stovall@TxDMV.gov (940) 235-4816 MPN: 92707 Manufacturer Name: Officemate	1	Box	0.98	\$0.98



Purchase Order

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Total \$30.01