



Texas Department of Motor Vehicles
 Texas SmartBuy PO # 20065006
 Business Unit # 60800
 Purchase Order # 0000007939

Payment Terms: **NET30** Freight Terms: **FOB Destination** Ship Via: **VNDR** PCC: **A** Date: **02/05/20** 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: WORKQUEST
 1011 E 53rd St
 AUSTIN TX 78751
 United States

Ship To: See Detail Below

Vendor ID: 1741976051 1

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

TxSmartbuy PO# 20065006

Term Contracts: 620-A1, 645-A1

Authorized Signature

02/10/2020



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 Texas SmartBuy PO # 20065006
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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: 62080220403 POINT/INK: Medium Blue-62080220502 Item Detail: Pen, Rollerball, Black Gel Ink, Stick with Cap	620/80	3.0000	DOZ	\$7.28000	\$21.84	02/05/2020
	Ship To: 1P00 4000 Jackson Avenue Austin TX 78731 United States	Delivery Instructions:					
						Schedule Total	\$21.84
				ReqID:	0000008701		
	Requestor: Renee Israel Renee.Israel@TxDMV.gov (512) 465-1420					Item Total for Line # 1	\$21.84
2-1	Line Description: Commodity Code: 62080151541 INK: Blue-62080151541 Item Detail: Pen Ballpoint, Medium Point, 4.5", Z Grip Max	620/80	6.0000	DOZ	\$10.60000	\$63.60	02/28/2020
	Ship To: 1P24 2203 Austin Avenue Waco TX 76701 United States	Delivery Instructions:					
						Schedule Total	\$63.60
				ReqID:	0000008730		
	Requestor: Stephanie Powell Stephanie.Powell@TxDMV.gov (254) 296-2716					Item Total for Line # 2	\$63.60

Authorized Signature

02/10/2020



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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: 62080150147 POINT INK: Blue Medium 62080150584-1 Item Detail: Pen, Ballpoint, Stick with Cap	Class/Item: 620/80	Quantity: 6.0000	UOM: DOZ	Unit Price: \$1.83000	Extended Amt: \$10.98	Due Date: 02/28/2020	
Ship To: 1P24		Delivery Instructions:						
2203 Austin Avenue Waco TX 76701 United States								
						Schedule Total	\$10.98	
				ReqID: 0000008730				
Requestor: Stephanie Powell Stephanie.Powell@TxDMV.gov (254) 296-2716							Item Total for Line # 3	\$10.98
Line-Sch: 4-1	Line Description: Commodity Code: 64521350104-10 Item Detail: Paper, Bond, Virgin, Premium No. 4, 20 Lb., 8-1/2" X 11"	Class/Item: 645/21	Quantity: 10.0000	UOM: CTN	Unit Price: \$47.65000	Extended Amt: \$476.50	Due Date: 02/10/2020	
Ship To: 1P21		Delivery Instructions:						
600 West Expressway 83 Pharr TX 78577 United States								
						Schedule Total	\$476.50	
				ReqID: 0000008715				
Requestor: Ariana Rosa Ariana.Rosa@TxDMV.gov (956) 784-6712							Item Total for Line # 4	\$476.50

Authorized Signature

02/10/2020



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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
Line-Sch: 5-1	Line Description: INSIDE DELIVERY CHARGE FOR PAPER	Class/Item: 962/86	Quantity: 1.0000	UOM: EA	Unit Price: \$30.00000	Extended Amt: \$30.00	Due Date: 02/10/2020
Ship To: 1P21		Delivery Instructions:					
600 West Expressway 83 Pharr TX 78577 United States							
						Schedule Total	\$30.00
						<u>ReqID:</u> 0000008715	
Requestor: Ariana Rosa Ariana.Rosa@TxDMV.gov (956) 784-6712							
						Item Total for Line # 5	\$30.00
Line-Sch: 6-1	Line Description: Commodity Code: 6209036 Item Detail: Highlighter, Pen Style, Yellow, Chisel Tip, 12/Pkg	Class/Item: 620/80	Quantity: 1.0000	UOM: PKG	Unit Price: \$6.14000	Extended Amt: \$6.14	Due Date: 02/10/2020
Ship To: 1P21		Delivery Instructions:					
600 West Expressway 83 Pharr TX 78577 United States							
						Schedule Total	\$6.14
						<u>ReqID:</u> 0000008715	
Requestor: Ariana Rosa Ariana.Rosa@TxDMV.gov (956) 784-6712							
						Item Total for Line # 6	\$6.14

Authorized Signature

02/10/2020



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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
7-1	Commodity Code: 62080220106 POINT/INK: Medium Blue- 62080220205 Item Detail: Pen, Rollerball, Gel Ink, Retractable, Rubber Grip, General Use	620/80	3.0000	PAK	\$9.30000	\$27.90	02/05/2020
Ship To: 1P19		Delivery Instructions:					
3901 East Hwy. 80 Odessa TX 79761 United States							
						Schedule Total	\$27.90
						ReqID: 0000008695	
Requestor: Julie Payne Julie.Payne@TxDMV.gov (432) 276-4411						Item Total for Line # 7	\$27.90

Total PO Amount \$636.96

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

02/10/2020



Purchase Order

PO No. 20065006

Order Date: 2/5/2020

Internal Tracking No.: 0000007939

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

Items to be shipped to multiple addresses. See shipping details below for each line item.

NOTE TO CONTRACTOR: Multiple ship-to locations. Please see line details

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	62080	62080220403	Pen, Rollerball, Black Gel Ink, Stick with Cap, Plus Freight Order Less Than \$25 Attribute 1: Medium Blue-62080220502 Contract: 620-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 2/19/2020 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	3	DOZ	7.28	\$21.84



Purchase Order

PO No. 20065006

Order Date: 2/5/2020

Internal Tracking No.: 0000007939

Line #	NIGP Code	Commodity Code/ Supplier Part #	Item	QTY	UOM	Unit Price	Extended Price
2	62080	62080151541	Pen Ballpoint, Medium Point, 4.5", Z Grip Max, Plus Freight Order Less Than \$25 Attribute 1: Blue-62080151541 Contract: 620-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 2/19/2020 Ship to Address: Texas Department Of Motor Vehicles - 608 2203 AUSTIN AVENUE WACO TX 76701 Notes: Requestor: Stephanie Powell Stephanie.Powell@TxDMV.gov (254) 296-2716	6	DOZ	10.60	\$63.60
3	62080	62080150147	Pen, Ballpoint, Stick with Cap, Plus Freight Order Less Than \$50 Attribute 1: Blue Medium 62080150584-1 Contract: 620-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 2/19/2020 Ship to Address: Texas Department Of Motor Vehicles - 608 2203 AUSTIN AVENUE WACO TX 76701 Notes: Requestor: Stephanie Powell Stephanie.Powell@TxDMV.gov (254) 296-2716	6	DOZ	1.83	\$10.98



Purchase Order

PO No. 20065006

Order Date: 2/5/2020

Internal Tracking No.: 0000007939

Line #	NIGP Code	Commodity Code/ Supplier Part #	Item	QTY	UOM	Unit Price	Extended Price
4	64521	64521350104-10	Paper, Bond, Virgin, Premium No. 4, 20 Lb., 8-1/2" X 11", Freight is included Contract: 645-A1 Contract Type: Term Delivery ARO (days): 20 Delivery Date: 2/25/2020 Ship to Address: Texas Department Of Motor Vehicles - 608 600 W EXPRESSWAY 83 PHARR TX 78577 Notes: Requestor: Ariana Rosa Ariana.Rosa@TxDMV.gov (956) 784-6712 Manufacturer Name: Skilcraft	10	CRTN	47.65	\$476.50
5	64521	64521350104-10	Inside Delivery Charge Delivery Date: 2/25/2020	1	EACH	30.00	\$30.00
6	62090	6209036	Highlighter, Pen Style, Yellow, Chisel Tip, 12/Pkg, Plus Freight Order Less Than \$50 Contract: 620-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 2/19/2020 Ship to Address: Texas Department Of Motor Vehicles - 608 600 W EXPRESSWAY 83 PHARR TX 78577 Notes: Requestor: Ariana Rosa Ariana.Rosa@TxDMV.gov (956) 784-6712	1	PKG	6.14	\$6.14



Purchase Order

PO No. 20065006

Order Date: 2/5/2020

Internal Tracking No.: 0000007939

Line #	NIGP Code	Commodity Code/ Supplier Part #	Item	QTY	UOM	Unit Price	Extended Price
7	62080	62080220106	Pen, Rollerball, Gel Ink, Retractable, Rubber Grip, General Use, Plus Freight Order Less Than \$25 Attribute 1: Medium Blue-62080220205 Contract: 620-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 2/19/2020 Ship to Address: Texas Department Of Motor Vehicles - 608 3901 E HIGHWAY 80 ODESSA TX 79761 Notes: Requestor: Julie Payne Julie.Payne@TxDMV.gov (432) 276-4411	3	DOZ	9.30	\$27.90

Total \$636.96