



Texas Department of Motor Vehicles
Business Unit # 60800
Purchase Order # 000008017

Payment NET30 **Freight** PREPAY **Ship Via:** VNDR **PCC:** 0 **Date:** 03/02/20 **PO Method:** DG **Dispatch:** Dispatch **Rev Dt:**
Terms: **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 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

Email: Travis.Reese@txdmv.gov

Bill To Fax:
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(s):
[See Line Details]

Vendor Contact:
Audrey Cedillo
smartbuy@tibh.org
(512) 451-8145

TxSmartbuy PO# 20074950

Term Contracts: 620-A1, 615-A1, 640-A1

Authorized Signature

03/02/2020



Texas Department of Motor Vehicles
 Business Unit # 60800
 Purchase Order # 0000008017

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:	
1-1	Commodity Code: 62080230105 Item Detail: Pen, Gel Ink, 0.7 mm, Retractable, Rubber Grip, Zebra Sarasa, 4 Pens/Pack INK: Blue-62080230204	620/80	6.0000	PAK	\$6.08000	\$36.48	03/23/2020	
Ship To: 1P21		Delivery Instructions:						
600 West Expressway 83 Pharr TX 78577 United States								
						Schedule Total	<input type="text" value="\$36.48"/>	
						ReqID: 0000008812		
TxDMV Contact: Ariana Rosa Ariana.Rosa@TxDMV.gov (956) 784-6712							Item Total for Line # 1	<input type="text" value="\$36.48"/>

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:	
2-1	Commodity Code: 64085121008 Item Detail: Towel, Paper, Quarter Fold, 100% Paper, 6 1/2" x 6 1/2", 150/Dispenser Box, 6 Box/CS	640/85	10.0000	CS	\$61.85000	\$618.50	03/23/2020	
Ship To: 1P00		Delivery Instructions:						
4000 Jackson Avenue Austin TX 78731 United States								
						Schedule Total	<input type="text" value="\$618.50"/>	
						ReqID: 0000008821		
TxDMV Contact: Renee Israel Renee.Israel@TxDMV.gov (512) 465-1420							Item Total for Line # 2	<input type="text" value="\$618.50"/>

Authorized Signature

03/02/2020



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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
3-1	Commodity Code: 61580111351 Item Detail: Sheet Protector, Heavy Weight, Top Opening, Clear, 11" x 9", 50/Box TYPE: Clear 61580111351	615/80	6.0000	BOX	\$6.09000	\$36.54	03/23/2020
Ship To: 1P00		Delivery Instructions:					
4000 Jackson Avenue Austin TX 78731 United States							
						Schedule Total	\$36.54
						ReqID: 0000008821	
TxDMV Contact: Renee Israel Renee.Israel@TxDMV.gov (512) 465-1420						Item Total for Line # 3	\$36.54
Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
4-1	Commodity Code: 61573160605 Item Detail: Binder, 1/2" Capacity, 3 Ring, Vinyl View, Inside Front/Back Pockets COLOR: White- 61573160605-1	615/73	12.0000	EA	\$3.70000	\$44.40	03/23/2020
Ship To: 1P00		Delivery Instructions:					
4000 Jackson Avenue Austin TX 78731 United States							
						Schedule Total	\$44.40
						ReqID: 0000008821	
TxDMV Contact: Renee Israel Renee.Israel@TxDMV.gov (512) 465-1420						Item Total for Line # 4	\$44.40

Authorized Signature

03/02/2020



Texas Department of Motor Vehicles
 Business Unit # 60800
 Purchase Order # 0000008017

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
5-1	Commodity Code: 61573162106 Item Detail: Binder, 1 1/2" Capacity, 3 Ring, Vinyl View, Inside Front/Back Pockets COLOR: White- 61573162106-1	615/73	12.0000	EA	\$4.17000	\$50.04	03/23/2020
Ship To: 1P00		Delivery Instructions:					
4000 Jackson Avenue Austin TX 78731 United States							
						Schedule Total	<input type="text" value="\$50.04"/>
						ReqID: 0000008821	
TxDMV Contact: Renee Israel Renee.Israel@TxDMV.gov (512) 465-1420						Item Total for Line # 5	<input type="text" value="\$50.04"/>

Total PO Amount

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

03/02/2020



Purchase Order

PO No. 20074950

Order Date: 3/2/2020

Internal Tracking No.: 0000008017

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:**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	62080230105	Pen, Gel Ink, 0.7mm, Retractable, Rubber Grip, Zebra Sarasa, 4 Pens/ Pack, Plus Freight Order Less Than \$25 Attribute 1: Blue-62080230204 Contract: 620-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 3/16/2020 Ship to Address: Texas Department Of Motor Vehicles - 608 600 W EXPRESSWAY 83 PHARR TX 78577 Notes: TxDMV Contact: Ariana Rosa Ariana.Rosa@TxDMV.gov (956) 784-6712	6	PACK	6.08	\$36.48



Purchase Order

PO No. 20074950

Order Date: 3/2/2020

Internal Tracking No.: 0000008017

Line #	NIGP Code	Commodity Code/ Supplier Part #	Item	QTY	UOM	Unit Price	Extended Price
2	64085	64085121008	Towel, Paper, Quarter Fold, 100% Paper, 6 1/2" x 6 1/2", 150/Dispenser Box, 6 Box/CS Contract: 640-A1 Contract Type: Term Delivery ARO (days): 15 Delivery Date: 3/17/2020 Ship to Address: Texas Department Of Motor Vehicles - 608 4000 JACKSON AVENUE AUSTIN TX 78731 Notes: TxDMV Contact: Renee Israel Renee.Israel@TxDMV.gov (512) 465-1420	10	CASE	61.85	\$618.50
3	61580	61580111351	Sheet Protector, Heavy Weight, Top Opening, 11" x 9", 50/Box, Plus Freight Order Less Than \$100 Attribute 1: Clear 61580111351 Contract: 615-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 3/16/2020 Ship to Address: Texas Department Of Motor Vehicles - 608 4000 JACKSON AVENUE AUSTIN TX 78731 Notes: TxDMV Contact: Renee Israel Renee.Israel@TxDMV.gov (512) 465-1420	6	BOX	6.09	\$36.54



Purchase Order

PO No. 20074950

Order Date: 3/2/2020

Internal Tracking No.: 0000008017

Line #	NIGP Code	Commodity Code/ Supplier Part #	Item	QTY	UOM	Unit Price	Extended Price
4	61573	61573160605	Binder, 1/2" Capacity, 3 Ring, Vinyl View, Inside Front/Back Pockets, Plus Freight Order Less Than \$25 Attribute 1: White-61573160605-1 Contract: 615-A1 Contract Type: Term Delivery ARO (days): 20 Delivery Date: 3/23/2020 Ship to Address: Texas Department Of Motor Vehicles - 608 4000 JACKSON AVENUE AUSTIN TX 78731 Notes: TxDMV Contact: Renee Israel Renee.Israel@TxDMV.gov (512) 465-1420	12	EACH	3.70	\$44.40
5	61573	61573162106	Binder, 1 1/2" Capacity, 3 Ring, Vinyl View, Inside Front/Back Pockets, Plus Freight Order Less Than \$25 Attribute 1: White-61573162106-1 Contract: 615-A1 Contract Type: Term Delivery ARO (days): 20 Delivery Date: 3/23/2020 Ship to Address: Texas Department Of Motor Vehicles - 608 4000 JACKSON AVENUE AUSTIN TX 78731 Notes: TxDMV Contact: Renee Israel Renee.Israel@TxDMV.gov (512) 465-1420	12	EACH	4.17	\$50.04

Total **\$785.96**