



Texas Department of Motor Vehicles
 Texas SmartBuy PO # 20079533
 Business Unit # 60800
 Purchase Order # 0000008123

Payment Terms: NET30 **Freight Terms:** See Detail **Ship Via:** VNDR **PCC:** A **Date:** 03/23/20 **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: STAPLES CONTRACT AND COMMERCIAL INC
 DBA STAPLES BUSINESS ADVANTAGE
 PO BOX 660409
 DALLAS TX 75266-0409
 United States

Ship To: See Detail Below

Vendor ID: 1043390816 6

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:
 Patricia Cano
 scchalifax@staples.com
 (512) 426-3074

TxSmartbuy PO# 20079533

Term Contract: 615-A1

Authorized Signature

03/23/2020



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 Business Unit # 60800
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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Notebook, Spiral, Gregg ruling, 11/32" wide, 6" x 9", white, 80 sheets CC# 78573755713	785/73	12.0000	EA	\$1.28000	\$15.36	03/23/2020
Ship To: 1P00		Delivery Instructions:					
4000 Jackson Avenue Austin TX 78731 United States							
						Schedule Total	\$15.36
						ReqID: 0000008839	
TxDMV Contact: Claudia Leal Claudia.Leal1@TxDMV.gov (512) 374-5396							
						Item Total for Line # 1	\$15.36
2-1	Notebook, Spiral, Gregg ruling, 11/32" wide, 6" x 9", white, 80 sheets CC# 78573755713 (2 PAK = 2 packs of 6, total of 12. Notebook approved by C McDaniel)	785/73	2.0000	PAK	\$7.68000	\$15.36	03/23/2020
Ship To: 1P13		Delivery Instructions:					
2425 Gravel Dr. Fort Worth TX 76118 United States							
						Schedule Total	\$15.36
						ReqID: 0000008841	
TxDMV Contact: Christy McDaniel Christy.McDaniel@TxDMV.gov (817) 285-1512							
						Item Total for Line # 2	\$15.36

Authorized Signature

03/23/2020



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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:	
3-1	Notebook, Spiral, Gregg ruling, 11/32" wide, 6" x 9", white, 80 sheets CC# 78573755713	785/73	48.0000	EA	\$1.28000	\$61.44	03/30/2020	
Ship To: 1P00		Delivery Instructions:						
4000 Jackson Avenue Austin TX 78731 United States								
						Schedule Total	\$61.44	
						ReqID:	0000008908	
TxDMV Contact: Renee Israel Renee.Israel@TxDMV.gov (817) 285-1512							Item Total for Line # 3	\$61.44

Total PO Amount \$92.16

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

03/23/2020



Purchase Order

PO No. 20079533

Order Date: 3/23/2020

Internal Tracking No.: 0000008123

Contractor Info

Staples Contract & Commercial LLC, operating
as Staples Business Advantage
10433908166
500 Staples Drive
Framingham, MA 01702

(512) 426-3074

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	78573	78573755713	Notebook, Spiral, Gregg ruling, 11/32" wide, 6" x 9", white, 80 sheets, Freight Included Contract: 615-A1 Contract Type: Term Delivery ARO (days): 1 Delivery Date: 3/24/2020 Ship to Address: Texas Department Of Motor Vehicles - 608 4000 JACKSON AVENUE AUSTIN TX 78731 Notes: TxDMV Contact: Claudia Leal Claudia.Leal1@TxDMV.gov (512) 374-5396 MPN: 811050-1837466	12	Each	1.28	\$15.36



Purchase Order

PO No. 20079533

Order Date: 3/23/2020

Internal Tracking No.: 0000008123

Line #	NIGP Code	Commodity Code/ Supplier Part #	Item	QTY	UOM	Unit Price	Extended Price
2	78573	78573755713	Notebook, Spiral, Gregg ruling, 11/32" wide, 6" x 9", white, 80 sheets, Freight Included Contract: 615-A1 Contract Type: Term Delivery ARO (days): 1 Delivery Date: 3/24/2020 Ship to Address: Texas Department Of Motor Vehicles - 608 2425 GRAVEL DRIVE FORT WORTH TX 76118 Notes: TxDMV Contact: Christy McDaniel Christy.McDaniel@TxDMV.gov (817) 285-1512 MPN: 811050-1837466	12	Each	1.28	\$15.36
3	78573	78573755713	Notebook, Spiral, Gregg ruling, 11/32" wide, 6" x 9", white, 80 sheets, Freight Included Contract: 615-A1 Contract Type: Term Delivery ARO (days): 1 Delivery Date: 3/24/2020 Ship to Address: Texas Department Of Motor Vehicles - 608 4000 JACKSON AVENUE AUSTIN TX 78731 Notes: TxDMV Contact: Renee Israel Renee.Israel@TxDMV.gov (817) 285-1512 MPN: 811050-1837466	48	Each	1.28	\$61.44

Total \$92.16