



Texas Department of Motor Vehicles
Texas SmartBuy PO # 20085986
Business Unit # 60800
Purchase Order # 0000008139

Payment Terms: NET30
Freight Terms: See Detail
Ship Via: See Detail
See Detail Below
PCC: 0
Date: 03/26/20
PO Method: DG
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

Bill To: 4000 Jackson Avenue
Austin TX 78731
United States

Purchaser: Rosemary Zamora
Phone: 512/465-4199
Fax: 512/495-5641

Bill To Fax:

Email: Rosemary.Zamora@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.

Texas SmartBuy PO: 20085986

Term Contract#: 620-A1, 207-A2, 615-A1

Vendor Contact:

VID: 17419760511
Contractor: WorkQuest (formerly TIBH)
Audrey Cedillo
Email: smartbuy@tibh.org
Phone: (512) 451-8145
Address: 1011 East 53 1/2 Street Austin TX 78751

Authorized Signature

Rosemary Zamora

03/26/2020



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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Zebra Gel ink retractable pens; Blue Ink; WorkQuest #62080231100-1	620/80	4.0000	PAK	\$10.50000	\$42.00	03/26/2020
Ship To: 1P00		Delivery Instructions:					
4000 Jackson Avenue Austin TX 78731 United States							
						Schedule Total	\$42.00
						ReqID: 0000008839	
TxDMV Contact: Claudia Leal, Bldg 1 Phone: 512/374-5396 Email: claudia.leal@txdmv.gov						Item Total for Line # 1	\$42.00
2-1	Zebra Gel ink retractable pens; Black Ink; WorkQuest #62080231100-3	620/80	4.0000	PAK	\$10.50000	\$42.00	03/26/2020
Ship To: 1P00		Delivery Instructions:					
4000 Jackson Avenue Austin TX 78731 United States							
						Schedule Total	\$42.00
						ReqID: 0000008839	
TxDMV Contact: Claudia Leal, Bldg 1 Phone: 512/374-5396 Email: claudia.leal@txdmv.gov						Item Total for Line # 2	\$42.00

Authorized Signature

Rosemary Lamora

03/26/2020



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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
3-1	Skilcraft Labels, 1 in x 4 in. White, 20/sheet; 100 sheets/BX SKU: 20772502010	207/72	10.0000	BOX	\$20.73000	\$207.30	03/26/2020
Ship To: 1P13 2425 Gravel Dr. Fort Worth TX 76118 United States		Delivery Instructions:					
						Schedule Total <input type="text" value="\$207.30"/>	
						ReqID: 0000008841	
TxDMV Contact: Christy McDaniel Phone: 817/285-1512 Email: christy.McDaniel@txdmv.gov							Item Total for Line # 3 <input type="text" value="\$207.30"/>
4-1	PEN, BALLPOINT, HYBRID INK, MEDIUM PT, RUBBER GRIP, STICK/CAP, BLACK	620/80	6.0000	DOZ	\$4.54000	\$27.24	03/30/2020
Ship To: 1P22 15150 Nacogdoches Rd., Ste. 100 San Antonio TX 78247 United States		Delivery Instructions:					
						Schedule Total <input type="text" value="\$27.24"/>	
						ReqID: 0000008910	
TxDMV Contact: Philip Valdez Phone: 210/731-2165 Email: Philip.valdez@txdmv.gov							Item Total for Line # 4 <input type="text" value="\$27.24"/>

Authorized Signature

Rosemary Lamora

03/26/2020



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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
5-1	WorkQuest, Pen, Ballpoint, Stick with Cap, Recycled, Blue, SP# 62080031008	620/80	10.0000	DOZ	\$2.00000	\$20.00	03/30/2020
Ship To: 1P16		Delivery Instructions:					
2110 E. Governors Circle Houston TX 77092 United States							
						Schedule Total	<input type="text" value="\$20.00"/>
						ReqID: 0000008912	
TxDMV Contact: Jessica Geter Phone: 713/316-6133 Email: jessica.geter@txdmv.gov						Item Total for Line # 5	<input type="text" value="\$20.00"/>

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
Rosemary Lamora
 03/26/2020