



Texas Department of Motor Vehicles
 Texas SmartBuy PO # 20086495
 Business Unit # 60800
 Purchase Order # 0000008152
 Purchase Order Change Notice (# 1)

Payment Terms: NET30 **Freight Terms:** FOB Destination **Ship Via:** US MAIL **PCC:** X **Date:** 03/30/20 **PO Method:** AT **Dispatch:** Dispatch Via Print **Rev Dt:** 05/04/20

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

Vendor: OFFICE DEPOT INC
 PO BOX 660113
 DALLAS TX 75266-0113
 United States

Ship To: See Detail Below

Vendor ID: 1592663954 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 Contacts:
 [See Line Details]

Vendor Contact:
 Leslie Garza
 leslie.garza@officedepot.com
 (956) 279-5240

Contract: TXMAS-20-7501

TxSmartbuy PO# 20086495

POCN1, Travis R, 05/04/2020: Updated vendor ID from 1592263954 to 1592663954 to match vendor's invoice.

Authorized Signature

05/04/2020



Texas Department of Motor Vehicles
Texas SmartBuy PO # 20086495
Business Unit # 60800
Purchase Order # 0000008152
Purchase Order Change Notice (# 1)

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:	
1-1	Pocket File 1.75Inexpnd Ltr	615/41	3.0000	EA	\$27.88000	\$83.64	04/03/2020	
Ship To: 1P00		Delivery Instructions:						
4000 Jackson Avenue Austin TX 78731 United States								
						Schedule Total	\$83.64	
						ReqID: 0000008839		
TxDMV Contact: Claudia Leal Claudia.Leal1@TxDMV.gov (512) 374-5396							Item Total for Line # 1	\$83.64
Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:	
2-1	Pocket File 3.5Inexpnd Ltr	615/41	2.0000	EA	\$32.48000	\$64.96	04/03/2020	
Ship To: 1P00		Delivery Instructions:						
4000 Jackson Avenue Austin TX 78731 United States								
						Schedule Total	\$64.96	
						ReqID: 0000008839		
TxDMV Contact: Claudia Leal Claudia.Leal1@TxDMV.gov (512) 374-5396							Item Total for Line # 2	\$64.96

Authorized Signature

05/04/2020



Texas Department of Motor Vehicles
Texas SmartBuy PO # 20086495
Business Unit # 60800
Purchase Order # 0000008152
Purchase Order Change Notice (# 1)

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:	
3-1	Flags Self Adhesive Ast 189Ct	615/93	4.0000	PKG	\$4.68000	\$18.72	04/03/2020	
Ship To: 1P00		Delivery Instructions:						
4000 Jackson Avenue Austin TX 78731 United States								
						Schedule Total	\$18.72	
						ReqID: 0000008839		
TxDMV Contact: Claudia Leal Claudia.Leal1@TxDMV.gov (512) 374-5396							Item Total for Line # 3	\$18.72
Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:	
4-1	Pencil Presharpened #2Hb 12Ct	620/60	3.0000	DOZ	\$0.99000	\$2.97	04/03/2020	
Ship To: 1P00		Delivery Instructions:						
4000 Jackson Avenue Austin TX 78731 United States								
						Schedule Total	\$2.97	
						ReqID: 0000008839		
TxDMV Contact: Claudia Leal Claudia.Leal1@TxDMV.gov (512) 374-5396							Item Total for Line # 4	\$2.97

Authorized Signature

05/04/2020



Texas Department of Motor Vehicles
Texas SmartBuy PO # 20086495
Business Unit # 60800
Purchase Order # 0000008152
Purchase Order Change Notice (# 1)

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:	
5-1	Staples Stnd Full Strip	615/81	12.0000	BOX	\$1.46000	\$17.52	04/03/2020	
Ship To: 1P00		Delivery Instructions:						
4000 Jackson Avenue Austin TX 78731 United States								
						Schedule Total	\$17.52	
						ReqID: 0000008839		
TxDMV Contact: Claudia Leal Claudia.Leal1@TxDMV.gov (512) 374-5396							Item Total for Line # 5	\$17.52
Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:	
6-1	Rubber Bands, #33, 3 1/2IN X 1/8IN, CREPE, 1-LB BAG	615/75	2.0000	BAG	\$2.52000	\$5.04	04/03/2020	
Ship To: 1P21		Delivery Instructions:						
600 West Expressway 83 Pharr TX 78577 United States								
						Schedule Total	\$5.04	
						ReqID: 0000008864		
TxDMV Contact: Ariana Rosa Ariana.Rosa@TxDMV.gov (956) 784-6712							Item Total for Line # 6	\$5.04

Authorized Signature

05/04/2020



Texas Department of Motor Vehicles
Texas SmartBuy PO # 20086495
Business Unit # 60800
Purchase Order # 0000008152
Purchase Order Change Notice (# 1)

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
7-1	Scotch Sure Start Shipping Tape, 1 7/8in x 54.6 Yd., Clear, Pack Of 8, SP# 431763	640/43	5.0000	PAK	\$21.01000	\$105.05	04/03/2020
Ship To: 1P16		Delivery Instructions:					
2110 E. Governors Circle Houston TX 77092 United States							
						Schedule Total	\$105.05
						ReqID:	0000008924
TxDMV Contact: Jessica Geter Jessica.Geter@TxDMV.gov (713) 316-6133						Item Total for Line # 7	\$105.05
Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
8-1	Swingline Rubber Fingertips, #12, 11/16in Diameter, Amber, Box Of 12, SP #964486	605/46	3.0000	BOX	\$1.40000	\$4.20	04/03/2020
Ship To: 1P16		Delivery Instructions:					
2110 E. Governors Circle Houston TX 77092 United States							
						Schedule Total	\$4.20
						ReqID:	0000008924
TxDMV Contact: Jessica Geter Jessica.Geter@TxDMV.gov (713) 316-6133						Item Total for Line # 8	\$4.20

Authorized Signature

05/04/2020



Texas Department of Motor Vehicles
 Texas SmartBuy PO # 20086495
 Business Unit # 60800
 Purchase Order # 0000008152
 Purchase Order Change Notice (# 1)

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:	
9-1	Swingline Rubber Fingertips, #11, 9/16in Diameter, Amber, Box Of 12, SP# 964478	605/46	3.0000	BOX	\$2.92000	\$8.76	04/03/2020	
Ship To: 1P16		Delivery Instructions:						
2110 E. Governors Circle Houston TX 77092 United States								
						Schedule Total	<input type="text" value="\$8.76"/>	
				ReqID: 0000008924				
TxDMV Contact: Jessica Geter Jessica.Geter@TxDMV.gov (713) 316-6133							Item Total for Line # 9	<input type="text" value="\$8.76"/>

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

05/04/2020