



Texas Department of Motor Vehicles  
 Texas SmartBuy PO # 20088498  
 Business Unit # 60800  
 Purchase Order # 0000008230

**Payment Terms:** NET30 **Freight Terms:** PREPAY **Ship Via:** VNDR **PCC:** E **Date:** 04/14/20 **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:** OFFICE DEPOT INC  
 8510 4 WINDS DR  
 WINDCREST TX 78239-1946  
 United States

**Ship To:** 1P04 - Beaumont Region  
 8550 Eastex Freeway  
 Beaumont TX 77708  
 United States

**Vendor ID:** 1592663954 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: 20088498

Contract #: TXMAS-20-7501

**Vendor Contact Information:**

VID: 15926639541  
 Contractor: Office Depot, Inc.  
 Contact Name: Leslie Garza  
 Email: leslie.garza@officedepot.com  
 Phone: (956) 279-5240  
 Address: 9501 Amberglen Blvd., Suite 200 Austin TX 78729

**TxDMV Contact:**

"SEE PO"

**Authorized Signature**

*Rosemary Zamora*

04/14/2020



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Texas SmartBuy PO # 20088498  
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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Calculator Casio Printing- Casio HR-170RC Desktop Printing Calculator	600/21	2.0000	EA	\$24.83000	\$49.66	04/16/2020
						Schedule Total	\$49.66
						ReqID:	0000008992
REQUESTOR: ASHLEY LOPEZ Phone: (409) 895-3214 Email: Ashley.lopez@txdmv.gov						Item Total for Line # 1	\$49.66
2-1	Swingline HD 3/8In 2500 Bx	615/81	15.0000	BOX	\$3.36000	\$50.40	04/16/2020
						Schedule Total	\$50.40
						ReqID:	0000008992
REQUESTOR: ASHLEY LOPEZ Phone: (409) 895-3214 Email: Ashley.lopez@txdmv.gov						Item Total for Line # 2	\$50.40
3-1	Pen Security Chain	620/80	10.0000	EA	\$1.67000	\$16.70	04/16/2020
						Schedule Total	\$16.70
						ReqID:	0000008992
REQUESTOR: ASHLEY LOPEZ Phone: (409) 895-3214 Email: Ashley.lopez@txdmv.gov						Item Total for Line # 3	\$16.70

Authorized Signature

*Rosemary Lamora*

04/14/2020



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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
4-1	Battery Fusion AAA 16-Pack	450/06	2.0000	PAK	\$13.98000	\$27.96	04/16/2020
						<b>Schedule Total</b>	<input type="text" value="\$27.96"/>
				<b>ReqID:</b>			
				0000008992			
<b>REQUESTOR:</b> ASHLEY LOPEZ Phone: (409) 895-3214 Email: Ashley.lopez@txdmv.gov						<b>Item Total for Line # 4</b>	<input type="text" value="\$27.96"/>

**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*

04/14/2020



# Purchase Order

## PO No. 20088498

Order Date: 4/14/2020

Internal Tracking No.: 0000008230

**Contractor Info**

Office Depot, Inc.  
15926639541  
9501 Amberglen Blvd., Suite 200  
Austin, TX 78729

(512) 765-7536

**Bill To**

4000 JACKSON AVENUE  
AUSTIN TX 78731

**Ship To**

Texas Department Of Motor Vehicles - 608  
8550 EASTEX FREEWAY  
BEAUMONT TX 77708

**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	Rosemary Zamora	Rosemary.Zamora@TxDMV.gov	

Line #	NIGP Code	Commodity Code/ Supplier Part #	Item	QTY	UOM	Unit Price	Extended Price
1	60021	5772012	<b>Casio HR-170RC Desktop Printing Calculator</b> Contract: TXMAS-20-7501 Contract Type: TXMAS Delivery ARO (days): 2 Delivery Date: 4/16/2020 Notes: REQUESTOR: ASHLEY LOPEZ Phone: (409) 895-3214 Email: Ashley.lopez@txdmv.gov MPN: HR-170RC Manufacturer Name: Casio	2	EACH	24.83	\$49.66



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Line #	NIGP Code	Commodity Code/ Supplier Part #	Item	QTY	UOM	Unit Price	Extended Price
2	61581	214718	<b>Swingline Optima High-Capacity Staples, Box Of 2,500</b> Contract: TXMAS-20-7501 Contract Type: TXMAS Delivery ARO (days): 2 Delivery Date: 4/16/2020 Notes: REQUESTOR: ASHLEY LOPEZ Phone: (409) 895-3214 Email: Ashley.lopez@txdmv.gov MPN: 35550 Manufacturer Name: Swingline	15	BOX	3.36	\$50.40
3	62080	274304	<b>Integra Antimicrobial Rubber Barrel Counter Pen Black - Rubber Barrel - 1 Each</b> Contract: TXMAS-20-7501 Contract Type: TXMAS Delivery ARO (days): 2 Delivery Date: 4/16/2020 Notes: REQUESTOR: ASHLEY LOPEZ Phone: (409) 895-3214 Email: Ashley.lopez@txdmv.gov MPN: ITA38648 Manufacturer Name: Integra	10	EACH	1.67	\$16.70
4	45006	692189	<b>Rayovac Fusion Alkaline AAA Batteries - AAA - Alkaline - 16 / Pack</b> Contract: TXMAS-20-7501 Contract Type: TXMAS Delivery ARO (days): 2 Delivery Date: 4/16/2020 Notes: REQUESTOR: ASHLEY LOPEZ Phone: (409) 895-3214 Email: Ashley.lopez@txdmv.gov MPN: RAY82416LTFUSK Manufacturer Name: Rayovac	2	PACK	13.98	\$27.96

**Total \$144.72**