



Texas Department of Motor Vehicles
 Business Unit # 60800
 Purchase Order # 000008272
 Purchase Order Change Notice (# 1)

Payment Terms: NET30 **Freight Terms:** FOB Destination **Ship Via:** See Detail Below **PCC:** A **Date:** 04/28/20 **PO Method:** AT **Dispatch:** Dispatch Via Print **Rev Dt:** 09/25/20

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

Vendor: NEOPOST INC
 PO BOX 45800
 SAN FRANCISCO CA 941450800
 United States

Ship To: 1P12 - Finance Admin Services
 4000 Jackson Avenue
 Austin TX 78731
 United States

Vendor ID: 1942984524 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:

Per State of Texas Term Contract 985-L1

Quantity(ies):

Quantities are estimated: TxDMV does not guarantee to purchase any minimum or maximum quantity. TxDMV reserves the right to increase or decrease the quantity(ies) of the purchase order at the same original terms and conditions. The vendor will be notified in writing by purchase order change notice of any requirements for any increased or decreased quantity(ies).

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.

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, whichever is later.

Note: warrants will not be issued to a vendor without a current Texas Identification Number.

This purchase order may be renewed with the same Terms and Conditions as long as the referenced State Term Contract remains in force, a need exists, and both parties agree.

TxDmv Contact: Dawn McNabb
 (512) 465-1262
 Dawn.McNabb@TxDMV.gov

Neopost Contact: Brandi Andel
 (512) 697-2498
 B.Andel@neopost.com

TXSmartbuy Purchase Order 18090801

Authorized Signature

09/25/2020



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Term of service 06/01/2018 - 05/31/2021

Per State of Texas Term Contract 985-L1

This PO is in place to capture the remaining balance from PO 60800 0000004903. NeoPost is becoming Quadiant, which has a new tax ID number. This new PO is required to pay the remaining balance to their new tax ID.

POCN 1, Travis R, 09/25/2020: Added line 2, funding for FY2021 services.

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Neopost High Speed Letter opener Model DLA400	985/54	6.0000	MO	\$200.84000	\$1,205.04	04/28/2020
						Schedule Total	\$1,205.04
						RegID:	
						0000005783	
						Item Total for Line # 1	\$1,205.04

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
2-1	Neopost High Speed Letter Opener Model DLA400	985/54	9.0000	MO	\$200.84000	\$1,807.56	09/25/2020
						Schedule Total	\$1,807.56
						RegID:	
						0000009704	
						Item Total for Line # 2	\$1,807.56

Total PO Amount **\$3,012.60**

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

Travis R. [Signature], CTCD

09/25/2020