Texas Department of Motor Vehicles
Texas SmartBuy PO # 20107372
Business Unit # 60800
Purchase Order # 0000008401

Payment Terms: NET30
Freight Terms: PREPAY
Ship Via: VNDR
PO Method: DG
Shipping Terms: AND ADD
PO Dispatch: Dispatch Via Print

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

Vendor ID: 15926639541
Purchaser: Rosemary Zamora
Phone: 512/465-4199
Fax: 512/495-5641
Email: Rosemary.Zamora@txdmv.gov

Ship To: 1P03 - Austin Region
1001 E. Parmer Lane, Ste. A
Austin TX 78753
United States

Bill To: 4000 Jackson Avenue
Austin TX 78731
United States

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.

Texas SmartBuy PO: 20107372
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:
Mary "Rachel" Vasquez
Phone: 512/719-6811
Email: rachel.vasquez@txdmv.gov

Ship to Comments:

Authorized Signature

Rosemary Zamora

06/05/2020
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<th>Line-Sch:</th>
<th>Line Description:</th>
<th>Class/Item:</th>
<th>Quantity:</th>
<th>UOM:</th>
<th>Unit Price:</th>
<th>Extended Amt:</th>
<th>Due Date:</th>
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<td>C38 1 CORE DELUXE BLK SCOTCH DESK TAPE DISPENSER</td>
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<td>EA</td>
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Total PO Amount $27.81

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

[Signature]

06/05/2020
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

<table>
<thead>
<tr>
<th>Agency</th>
<th>Purchaser</th>
<th>Email</th>
<th>Phone</th>
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<tbody>
<tr>
<td>Texas Department Of Motor Vehicles - 608</td>
<td>Rosemary Zamora</td>
<td><a href="mailto:Rosemary.Zamora@TxDMV.gov">Rosemary.Zamora@TxDMV.gov</a></td>
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<table>
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<tr>
<th>Line #</th>
<th>NIGP Code</th>
<th>Commodity Code/ Supplier Part #</th>
<th>Item</th>
<th>QTY</th>
<th>UOM</th>
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<th>Extended Price</th>
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<td>173336</td>
<td>Scotch Desk Tape Dispenser, 100% Recycled, Black</td>
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<td>EACH</td>
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Contract: TXMAS-20-7501
Contract Type: TXMAS
Delivery ARO (days): 2
Delivery Date: 6/8/2020
Notes: Mary "Rachel" Vasquez
Phone: 512/719-6911
Email: rachel.vasquez@txdmv.gov
MPN: C38-BK
Manufacturer Name: Scotch
# Purchase Order

PO No. 20107372  
Order Date: 6/5/2020  
Internal Tracking No.: 0000008401

## Line Item Breakdown

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**Total** $27.81