



Texas Department of Motor Vehicles
 Texas SmartBuy PO # 20108745
 Business Unit # 60800
 Purchase Order # 000008424

Payment Terms: NET30 **Freight Terms:** FOB Destination **Ship Via:** US MAIL **PCC:** 0 **Date:** 06/15/20 **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

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

Bill To: 4000 Jackson Avenue
 Austin TX 78731
 United States

Email: Rosemary.Zamora@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.

Texas SmartBuy PO: 20108745

Contract #:640-A1; 645-A1

VENDOR CONTACT INFORMATION:

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

TXDMV CONTACTS:

Debbie Wilson
 Email: debbie.wilson@txdmv.gov
 Phone: 254/296-2711

Angela Gonzalez
 Phone: 512/465-4229

Authorized Signature

Rosemary Zamora

06/16/2020



Texas Department of Motor Vehicles
 Texas SmartBuy PO # 20108745
 Business Unit # 60800
 Purchase Order # 0000008424

Email: Angela.Gonzalez@TxDMV.gov

Cynthia Fagan
 Email: cynthia.fagan@txdmv.gov
 Phone: 903/237-2811

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Copy Paper	645/33	7.0000	CTN	\$47.65000	\$333.55	07/03/2020

Ship To: 1P24

Delivery Instructions:

2203 Austin
 Avenue
 Waco TX 76701
 United States

Schedule Total

ReqID:
 0000009217

Copy Paper
 Inside Delivery

Item Total for Line # 1

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
2-1	Multifold Paper Towels	485/83	2.0000	CTN	\$61.85000	\$123.70	06/15/2020

Ship To: 1P17

Delivery Instructions:

4549 W. Loop 281
 Longview TX
 75604
 United States

Schedule Total

ReqID:
 0000009227

Cynthia Fagan
 Email: cynthia.fagan@txdmv.gov
 Phone: 903/237-2811

Item Total for Line # 2

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

06/16/2020

Authorized Signature

Rosemary Lamora

06/16/2020



Purchase Order

PO No. 20108745

Order Date: 6/16/2020

Internal Tracking No.: 0000008424

Contractor Info

WorkQuest (formerly TIBH)
17419760511
1011 East 53 1/2 Street
Austin, TX 78751

(512) 451-8145

Bill To

4000 JACKSON AVENUE
AUSTIN TX 78731

Ship To

Items to be shipped to multiple addresses. See shipping details below for each line item.

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	64521	64521350104-10	Paper, Bond, Virgin, Premium No. 4, 20 Lb., 8-1/2" X 11", Freight is included Contract: 645-A1 Contract Type: Term Delivery ARO (days): 20 Delivery Date: 7/6/2020 Ship to Address: Texas Department Of Motor Vehicles - 608 2203 AUSTIN AVENUE WACO TX 76701 Notes: TxDMV Contact: Debbie Wilson Email: debbie.wilson@txdmv.gov Phone: 254/296-2711 Manufacturer Name: Skilcraft	7	CRTN	47.65	\$333.55



Purchase Order

PO No. 20108745

Order Date: 6/16/2020

Internal Tracking No.: 0000008424

Line #	NIGP Code	Commodity Code/ Supplier Part #	Item	QTY	UOM	Unit Price	Extended Price
2	64085	64085121008	Towel, Paper, Quarter Fold, 100% Paper, 6 1/2" x 6 1/2", 150/Dispenser Box, 6 Box/CS Contract: 640-A1 Contract Type: Term Delivery ARO (days): 15 Delivery Date: 7/1/2020 Ship to Address: Texas Department Of Motor Vehicles - 608 4549 W LOOP 281 LONGVIEW TX 75604 Notes: Cynthia Fagan Email: cynthia.fagan@txdmv.gov Phone: 903/237-2811	2	CASE	61.85	\$123.70

Total \$457.25