



Texas Department of Motor Vehicles
 Texas SmartBuy PO # 20109484
 Business Unit # 60800
 Purchase Order # 0000008445

Payment Terms: NET30 **Freight Terms:** PREPAY **Ship Via:** VNDR **PCC:** E **Date:** 06/22/20 **PO Method:** DG **Dispatch:** Dispatch **Rev Dt:** 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

Ship To: 1P21 - Pharr Region
 600 West Expressway 83
 Pharr TX 78577
 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: 20109484

Contract #: TXDMS-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:

Ariana Rosa
 Phone: 956/784-6712
 Email: ariana.rosa@txdmv.gov

Authorized Signature

Rosemary Zamora

06/24/2020



Texas Department of Motor Vehicles
Texas SmartBuy PO # 20109484
Business Unit # 60800
Purchase Order # 0000008445

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Note Canary Yellow 3x3 12 pack	615/62	2.0000	PAK	\$10.23000	\$20.46	06/22/2020
						Schedule Total	<input type="text" value="\$20.46"/>
				ReqID:			
				0000009221			
Ariana Rosa Phone: 956/784-6712 Email: ariana.rosa@txdmv.gov						Item Total for Line # 1	<input type="text" value="\$20.46"/>

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

06/24/2020



Purchase Order

PO No. 20109484

Order Date: 6/22/2020

Internal Tracking No.: 0000008445

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
600 W EXPRESSWAY 83
PHARR TX 78577

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	61562	172510	Post-it Notes, 3in x 3in, Canary Yellow, Pack Of 12 Pads Contract: TXMAS-20-7501 Contract Type: TXMAS Delivery ARO (days): 2 Delivery Date: 6/24/2020 Notes: Ariana Rosa Phone: 956/784-6712 Email: ariana.rosa@txdmv.gov MPN: 654YW-12 Manufacturer Name: Post-it Notes	2	PACK	10.23	\$20.46

Total \$20.46