



Texas Department of Motor Vehicles  
 Business Unit # 60800  
 Purchase Order # 0000008483

**Payment** NET30 **Freight** PREPAY **Ship Via:** NA **PCC:** H **Date:** 07/02/20 **PO Method:** DG **Dispatch:** Dispatch **Rev Dt:**  
**Terms:** **Terms:** AND ADD **Dispatch:** Via Print

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

**Vendor:** CITIBANK N A  
 COMMERCIAL CARD SETTLEMENT ACTIVITY  
 PROCUREMENT CARD PAYMENTS  
 PO BOX 78025  
 PHOENIX AZ 85062-8025  
 United States

**Ship To:** 1P21 - Pharr Region  
 600 West Expressway 83  
 Pharr TX 78577  
 United States

**Vendor ID:** 1135266470 7

**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:**

Health and Safety. On Friday, March 13, Governor Abbott declared State of Disaster for all Texas counties amid the growing need to prepare for, respond to, and mitigate the spread of COVID-19. As part of the Governor's directive, state employees across Texas are doing their part to #FlattenTheCurve of Coronavirus spread by teleworking, prioritizing hygiene, and practicing physical or social distancing.

**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, whichever is later.

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

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

Vendor Contact:  
 Citibank Customer Service  
 1-800-950-5114

**Quantities**

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 purchases 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 quantities.

AUTOZONE  
 VID#  
 1611 RAUL LONGORIA

**Authorized Signature**

*Rosemary Zamora*

07/02/2020



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SAN JUAN, TX

HEB  
VID#  
901 W. EXPRESSWAY 83  
SAN JUAN, TX

HEB  
VID#  
1211 EAST FRONTAGE RD  
ALAMO, TX

HOME DEPOT  
VID#  
409 NORTH JACKSON  
MCALLEN, TX

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	AUTO ZONE - NITILE DISPOSABLE GLOVES	345/49	3.0000	EA	\$1.99000	\$5.97	07/02/2020
						Schedule Total	\$5.97
				ReqID:	0000009292		
AUTOZONE #5922 1611 RAUL LONGORIA SAN JUAN, TX						Item Total for Line # 1	\$5.97

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
2-1	HEB- SPRAY HAND SANITAZIER	435/25	4.0000	EA	\$3.47000	\$13.88	07/02/2020
						Schedule Total	\$13.88
				ReqID:	0000009292		
HEB #038 901 W. EXPRESSWAY 83 SAN JUAN, TEXAS						Item Total for Line # 2	\$13.88

Authorized Signature  
*Rosemary Lamora*  
07/02/2020



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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
3-1	HEB-HAND SANITIZER	435/25	4.0000	EA	\$3.97000	\$15.88	07/02/2020
						Schedule Total	\$15.88
						ReqID:	0000009292
HEB #038 901 W. EXPRESSWAY 83 SAN JUAN, TEXAS						Item Total for Line # 3	\$15.88
4-1	HEB - HAND SANITIZER	485/38	4.0000	EA	\$3.97000	\$15.88	07/02/2020
						Schedule Total	\$15.88
						ReqID:	0000009292
HEB #421 1211 EAST FRONTAGE RD ALAMO, TEXAS						Item Total for Line # 4	\$15.88
5-1	THE HOME DEPOT - SAFETY WALK TAPE	832/03	2.0000	EA	\$11.97000	\$23.94	07/02/2020
						Schedule Total	\$23.94
						ReqID:	0000009292
THE HOME DEPOT 409 NORTH JACKSON MCALLEN, T EXAS						Item Total for Line # 5	\$23.94
						Total PO Amount	\$75.55

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*  
07/02/2020