



Texas Department of Motor Vehicles
 Texas SmartBuy PO # 20127150
 Business Unit # 60800
 Purchase Order # 0000008586

Payment Terms: NET30 **Freight Terms:** PREPAY **Ship Via:** VNDR **PCC:** 0 **Date:** 08/07/20 **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

Bill To: 4000 Jackson Avenue
 Austin TX 78731
 United States

Purchaser: Amanda Leigh Maxwell
Phone:
Fax:

Bill To Fax:

Email: Amanda.Maxwell@txdmv.gov

Bill To Email: DMV_FIN-INVOICES@TxDMV.gov

PO Information:

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: 20127150

Term Contract#: 620-A1

Vendor Contact: Audrey Cedillo
 Email: Smartbuy@workquest.com
 Phone: (512) 451-8145

TxDMV Contact: Seberina Palomarez
 Phone: 210/731-2151
 Email: seberina.palomarez@txdmv.gov

TxDMV Contact: ASHLEY LOPEZ
 Phone: 409/895-3214
 Email: ashley.lopez@txdmv.gov

TxDMV Contact: Khadija Brown
 Email: khadija.brown@txdmv.gov

Authorized Signature

08/07/2020



Texas Department of Motor Vehicles
 Texas SmartBuy PO # 20127150
 Business Unit # 60800
 Purchase Order # 0000008586

Phone: 713/316-6131

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Pens, Ball Point, Stick, Recycled Supplier Part Number: 62080031008	620/80	10.0000	DOZ	\$2.80000	\$28.00	08/21/2020

Ship To: 1P04

Delivery Instructions:

8550 Eastex
 Freeway
 Beaumont TX
 77708
 United States

Schedule Total

ReqID:
0000009490

ASHLEY LOPEZ
 Phone: 409/895-3214
 Email: ashley.lopez@txdmv.gov

Item Total for Line # 1

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
2-1	Sprayer, 32 oz. CorrectPac All Purpose Cleaner Spray Bottle Supplier Part Number: 48516349155	485/16	6.0000	EA	\$3.35000	\$20.10	08/21/2020

Ship To: 1P04

Delivery Instructions:

32 oz. Trigger Sprayer Bottle
 (Spray Bottles & Triggers;
 Type: Foamer; Container
 Capacity: 32- oz.; Trigger
 Sprayer Color: Clear;
 Material: Polyethylene)

8550 Eastex
 Freeway
 Beaumont TX
 77708
 United States

Schedule Total

ReqID:
0000009490

ASHLEY LOPEZ
 Phone: 409/895-3214
 Email: ashley.lopez@txdmv.gov

Item Total for Line # 2

Authorized Signature

[Handwritten Signature]
 Purchaser

08/07/2020



Texas Department of Motor Vehicles
 Texas SmartBuy PO # 20127150
 Business Unit # 60800
 Purchase Order # 0000008586

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:	
3-1	Paper, Bond, White, Recycled, Premium No. 4, 20 lb., 8-1/2" x 11", 500 Sheets/Pkg, 10 Pkgs/CS, Freight Included Supplier Part Number: 64521411708 HP Office Ultra White Paper, Letter Size Paper, 20 Lb, 500 Sheets Per Ream, Case Of 10 Reams	645/21	5.0000	CS	\$51.30000	\$256.50	08/27/2020	
Ship To: 1P22		Delivery Instructions:						
15150 Nacogdoches Rd., Ste. 100 San Antonio TX 78247 United States								
						Schedule Total	\$256.50	
						ReqID: 0000009495		
Seberina Palomarez Phone: 210/731-2151 Email: seberina.palomarez@txdmv.gov							Item Total for Line # 3	\$256.50
4-1	Wipers, Industrial, Sheet Size: 9 x 16.75, 100 Sheets per Box, 5 BX/CS; SPN # 25023 Supplier Part Number: 25023 Manufacturer Part #: 25023	735/60	2.0000	CS	\$46.20000	\$92.40	08/14/2020	
Ship To: 1P16		Delivery Instructions:						
2110 E. Governors Circle Houston TX 77092 United States								
						Schedule Total	\$92.40	
						ReqID: 0000009418		
Khadija Brown Email: khadija.brown@txdmv.gov Phone: 713/316-6131							Item Total for Line # 4	\$92.40

Authorized Signature

08/07/2020



Texas Department of Motor Vehicles
 Texas SmartBuy PO # 20127150
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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:	
5-1	Retractable 07mm gel ink pen has a translucent colored barrel, clip, grip, and plunger cover to indicate ink color. Blue. SP # 45888468108 Manufacturer Part #: 46810D	620/80	5.0000	DOZ	\$10.50000	\$52.50	08/21/2020	
Ship To: 1P16		Delivery Instructions:						
2110 E. Governors Circle Houston TX 77092 United States								
						Schedule Total	\$52.50	
						ReqID: 0000009418		
Khadija Brown Email: khadija.brown@txdmv.gov Phone: 713/316-6131							Item Total for Line # 5	\$52.50
Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:	
6-1	Ball Point Pen, stick pen without eraser.POINT/INK: Medium Blue, SP # 62080031008	620/80	8.0000	DOZ	\$3.00000	\$24.00	08/21/2020	
Ship To: 1P16		Delivery Instructions:						
2110 E. Governors Circle Houston TX 77092 United States								
						Schedule Total	\$24.00	
						ReqID: 0000009418		
Khadija Brown Email: khadija.brown@txdmv.gov Phone: 713/316-6131							Item Total for Line # 6	\$24.00

Authorized Signature

[Handwritten Signature]
 Purchaser

08/07/2020



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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
7-1	Correction Tape, Standard Tip, White, Single Line Supplier Part Number: 61529301006	615/29	20.0000	EA	\$1.77000	\$35.40	08/21/2020
	Bic Wite-Out Ez Correct Correction Tape 10/Pack, SP # 483018						
Ship To:	1P16	Delivery Instructions:					
	2110 E. Governors Circle Houston TX 77092 United States						
						Schedule Total	\$35.40
						ReqID:	0000009418
Khadija Brown Email: khadija.brown@txdmv.gov Phone: 713/316-6131						Item Total for Line # 7	\$35.40

Total PO Amount \$508.90

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

[Handwritten Signature]
 Purchaser

08/07/2020



Purchase Order

PO No. 20127150

Order Date: 8/7/2020

Internal Tracking No.: 0000008586

Contractor Info

WorkQuest
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	Amanda Maxwell	Amanda.maxwell@txdmv.gov	(512) 465-1226

Line #	NIGP Code	Commodity Code/ Supplier Part #	Item	QTY	UOM	Unit Price	Extended Price
1	62080	62080031008	Pen, Ballpoint, Stick with Cap, Recycled, Plus Freight Order Less Than \$25 Attribute 1: Medium Black-62080036007 Contract: 620-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 8/21/2020 Ship to Address: Texas Department Of Motor Vehicles - 608 8550 EASTEX FREEWAY BEAUMONT TX 77708 Notes: TxDMV Contact: Ashley Lopez Phone: 409/895-3214 Email: Ashley.lopez@txdmv.gov	10	DOZ	2.00	\$20.00



Purchase Order

PO No. 20127150

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Line #	NIGP Code	Commodity Code/ Supplier Part #	Item	QTY	UOM	Unit Price	Extended Price
2	62080	62080031008	Transportation and Freight Charge Attribute 1: Medium Black-62080036007 Delivery Date: 8/21/2020 Notes: TxDMV Contact: Ashley Lopez Phone: 409/895-3214 Email: Ashley.lopez@txdmv.gov	1	EACH	8.00	\$8.00
3	64521	64521411708	Paper, Bond, Recycled, White, Premium No. 4, 20 lb., 8-1/2" x 11", 500 Sheets/Pkg, 10 Pkgs/CS, Freight Included. Qty price breaks at 3, 7, 40, 41, 121, 500, and 800 cases. Contract: 645-A1 Contract Type: Term Delivery ARO (days): 20 Delivery Date: 8/27/2020 Ship to Address: Texas Department Of Motor Vehicles - 608 15150 Nacogdoches Rd., Ste. 100 SAN ANTONIO TX 78247 Notes: TxDMV Contact: Seberina Palomarez Phone: 210/731-2151 E m a i l : seberina.palomarez@txdmv.gov Manufacturer Name: Skilcraft	5	CRTN	51.30	\$256.50
4	73560	73560945023	Wipers, Industrial, Sheet Size: 9 x16.75, 100 Sheets/Box, 5 Boxes per CS, Freight is included. Contract: 735-A1 Contract Type: Term Delivery ARO (days): 7 Delivery Date: 8/14/2020 Ship to Address: Texas Department Of Motor Vehicles - 608 2110 East Governors Circle HOUSTON TX 77092 Notes: TxDMV Contact: Khadija Brown Email: khadija.brown@txdmv.gov Phone: 713/316-6131 MPN: 25023 Manufacturer Name: Brawny	2	CASE	46.20	\$92.40



Purchase Order

PO No. 20127150

Order Date: 8/7/2020

Internal Tracking No.: 0000008586

Line #	NIGP Code	Commodity Code/ Supplier Part #	Item	QTY	UOM	Unit Price	Extended Price
5	62080	62080231100	Pen, Retractable, Gel ink, Rubber Grip, .7mm Medium Point, Zebra Sarasa, Plus Freight Order Less Than \$25 Attribute 1: BLUE Contract: 615-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 8/21/2020 Ship to Address: Texas Department Of Motor Vehicles - 608 2110 East Governors Circle HOUSTON TX 77092 Notes: TxDMV Contact: Khadija Brown Email: khadija.brown@txdmv.gov Phone: 713/316-6131 MPN: 46810D Manufacturer Name: Zebra	5	DOZ	10.50	\$52.50
6	62080	62080031008	Pen, Ballpoint, Stick with Cap, Recycled, Plus Freight Order Less Than \$25 Attribute 1: Fine Blue-62080031008 Contract: 620-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 8/21/2020 Ship to Address: Texas Department Of Motor Vehicles - 608 2110 East Governors Circle HOUSTON TX 77092 Notes: TxDMV Contact: Khadija Brown Email: khadija.brown@txdmv.gov Phone: 713/316-6131	8	DOZ	2.00	\$16.00
7	62080	62080031008	Transportation and Freight Charge Attribute 1: Fine Blue-62080031008 Delivery Date: 8/21/2020 Notes: TxDMV Contact: Khadija Brown Email: khadija.brown@txdmv.gov Phone: 713/316-6131	1	EACH	8.00	\$8.00



Purchase Order

PO No. 20127150

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Line #	NIGP Code	Commodity Code/ Supplier Part #	Item	QTY	UOM	Unit Price	Extended Price
8	48516	48516349155	Sprayer, 32 oz. CorrectPac All Purpose Cleaner Spray Bottle.Freight is added when less than \$50 of combined products are ordered. Contract: 485-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 8/21/2020 Ship to Address: Texas Department Of Motor Vehicles - 608 8550 EASTEX FREEWAY BEAUMONT TX 77708 Notes: TxDMV Contact: Ashley Lopez Phone: 409/895-3214 Email: Ashley.lopez@txdmv.gov Manufacturer Name: Correct Pac	6	EACH	1.85	\$11.10
9	48516	48516349155	Transportation and Freight Charge Delivery Date: 8/21/2020 Notes: TxDMV Contact: Ashley Lopez Phone: 409/895-3214 Email: Ashley.lopez@txdmv.gov	1	EACH	9.00	\$9.00
10	61529	61529301006	Correction Tape,Standard Tip, White, Single Line, Plus Freight Order Less Than \$25 Contract: 615-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 8/21/2020 Ship to Address: Texas Department Of Motor Vehicles - 608 2110 East Governors Circle HOUSTON TX 77092 Notes: TxDMV Contact: Khadija Brown Email: khadija.brown@txdmv.gov Phone: 713/316-6131	20	EACH	1.77	\$35.40

Total \$508.90