



Texas Department of Motor Vehicles
 Texas SmartBuy PO # 21024409
 Business Unit # 60800
 Purchase Order # 0000008953

Payment Terms: NET30 **Freight Terms:** FOB Destination **Ship Via:** VNDR **PCC:** X **Date:** 11/03/20 **PO Method:** AT **Dispatch:** Dispatch Via Print **Rev Dt:**

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: 1P16 - Houston Region
 2110 E. Governors Circle
 Houston TX 77092
 United States

Vendor ID: 1592663954 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:

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.

Texas Department of Motor Vehicles Standard Terms and Conditions can be found at: <http://www.txdmv.gov/contractors-vendors>

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

Contract#: TXMAS-20-7501

Vendor Contact: Leslie Garza
 Email: leslie.garza@officedepot.com
 Phone: (956) 279-5240

TxDMV Contact: Khadija Brown
 Email: khadija.brown@txdmv.gov
 Phone: 713/316-6131

Authorized Signature

Amanda Maxwell, Purchaser

11/03/2020



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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Business Source Small Coin Kraft Envelopes - Coin - #3 - 2 1/2in Width x 4 1/4in Length Supplier Part Number: 7727982 Manufacturer Part #: BSN04441	310/24	2.0000	BOX	\$28.16000	\$56.32	11/13/2020
						Schedule Total	\$56.32
						RegID:	0000009838
Khadija Brown Email: khadija.brown@txdmv.gov Phone: 713/316-6131						Item Total for Line # 1	\$56.32
Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
2-1	Business Source Small Coin Kraft Envelopes - Coin - #1 - 2 1/4in Width x 3 1/2in Length Supplier Part Number: 5807843 Manufacturer Part #: BSN04440	310/24	2.0000	BOX	\$26.87000	\$53.74	11/13/2020
						Schedule Total	\$53.74
						RegID:	0000009838
Khadija Brown Email: khadija.brown@txdmv.gov Phone: 713/316-6131						Item Total for Line # 2	\$53.74

Authorized Signature

11/03/2020



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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
3-1	MMF Secure-A-Pen Counter Pen, Medium Point, Refillable, Blue Barrel, Blue Ink Supplier Part Number: 449943 Manufacturer Part #: MMF28908	620/80	25.0000	EA	\$2.04000	\$51.00	11/13/2020
						Schedule Total	\$51.00
						ReqID: 0000009838	
Khadija Brown Email: khadija.brown@txdmv.gov Phone: 713/316-6131						Item Total for Line # 3	\$51.00
Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
4-1	MMF Secure-A-Pen Replacement Antimicrobial Pen, Medium/Conical Point, Refillable, Blue Barrel, Blue Ink Supplier Part Number: 1358191 Manufacturer Part #: 28708	620/80	20.0000	EA	\$1.13000	\$22.60	11/13/2020
						Schedule Total	\$22.60
						ReqID: 0000009838	
Khadija Brown Email: khadija.brown@txdmv.gov Phone: 713/316-6131						Item Total for Line # 4	\$22.60

Authorized Signature

11/03/2020



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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
5-1	Pendaflex SureHook Pocket Reinforced Box Files, Legal Size, Blue Supplier Part Number: 938787 Manufacturer Part #: 59302EE	615/43	2.0000	BOX	\$37.12000	\$74.24	11/13/2020
						Schedule Total	<input type="text" value="\$74.24"/>
						ReqID: 0000009838	
Khadija Brown Email: khadija.brown@txdmv.gov Phone: 713/316-6131						Item Total for Line # 5	<input type="text" value="\$74.24"/>

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
6-1	MMF Industries Tamper-Evident Deposit Bags, 12in x 16in, White, Box Of 100 Supplier Part Number: 754734 Manufacturer Part #: MMF2362011N06	615/27	2.0000	BOX	\$38.93000	\$77.86	11/13/2020
						Schedule Total	<input type="text" value="\$77.86"/>
						ReqID: 0000009838	
Khadija Brown Email: khadija.brown@txdmv.gov Phone: 713/316-6131						Item Total for Line # 6	<input type="text" value="\$77.86"/>

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

[Handwritten Signature]
Purchaser

11/03/2020



Purchase Order

PO No. 21024409

Order Date: 11/3/2020

Internal Tracking No.: 0000008953

Contractor Info

Office Depot, LLC
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
2110 East Governors Circle
HOUSTON TX 77092

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	31024	7727982	Business Source Small Coin Kraft Envelopes - Coin - #3 - 2 1/2in Width x 4 1/4in Length - 20 lb - Gummed - Kraft - 500 / Box - Brown Kraft Contract: TXMAS-20-7501 Contract Type: TXMAS Delivery ARO (days): 2 Delivery Date: 11/5/2020 Notes: TxDMV Contact: Khadija Brown Email: khadija.brown@txdmv.gov Phone: 713/316-6131 MPN: BSN04441 Manufacturer Name: Business Source	2	BOX	28.16	\$56.32



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Line #	NIGP Code	Commodity Code/ Supplier Part #	Item	QTY	UOM	Unit Price	Extended Price
2	31024	5807843	Business Source Small Coin Kraft Envelopes - Coin - #1 - 2 1/4in Width x 3 1/2in Length - 20 lb - Gummed - Kraft - 500 / Box - Brown Kraft Contract: TXMAS-20-7501 Contract Type: TXMAS Delivery ARO (days): 2 Delivery Date: 11/5/2020 Notes: TxDMV Contact: Khadija Brown Email: khadija.brown@txdmv.gov Phone: 713/316-6131 MPN: BSN04440 Manufacturer Name: Business Source	2	BOX	26.87	\$53.74
3	62080	449943	MMF Secure-A-Pen Counter Pen, Medium Point, Refillable, Blue Barrel, Blue Ink Contract: TXMAS-20-7501 Contract Type: TXMAS Delivery ARO (days): 2 Delivery Date: 11/5/2020 Notes: TxDMV Contact: Khadija Brown Email: khadija.brown@txdmv.gov Phone: 713/316-6131 MPN: MMF28908 Manufacturer Name: MMF	25	EACH	2.04	\$51.00
4	62080	1358191	MMF Secure-A-Pen Replacement Antimicrobial Pen, Medium/Conical Point, Refillable, Blue Barrel, Blue Ink Contract: TXMAS-20-7501 Contract Type: TXMAS Delivery ARO (days): 2 Delivery Date: 11/5/2020 Notes: TxDMV Contact: Khadija Brown Email: khadija.brown@txdmv.gov Phone: 713/316-6131 MPN: 28708 Manufacturer Name: MMF	20	EACH	1.13	\$22.60



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Line #	NIGP Code	Commodity Code/ Supplier Part #	Item	QTY	UOM	Unit Price	Extended Price
5	61543	938787	Pendaflex SureHook Pocket Reinforced Box Files, 2in Expansion, Legal Size, Blue, Pack Of 25 Contract: TXMAS-20-7501 Contract Type: TXMAS Delivery ARO (days): 2 Delivery Date: 11/5/2020 Notes: TxDMV Contact: Khadija Brown Email: khadija.brown@txdmv.gov Phone: 713/316-6131 MPN: 59302EE Manufacturer Name: Pendaflex	2	BOX	37.12	\$74.24
6	61527	754734	MMF Industries Tamper-Evident Deposit Bags, 12in x 16in, White, Box Of 100 Contract: TXMAS-20-7501 Contract Type: TXMAS Delivery ARO (days): 2 Delivery Date: 11/5/2020 Notes: TxDMV Contact: Khadija Brown Email: khadija.brown@txdmv.gov Phone: 713/316-6131 MPN: MMF2362011N06 Manufacturer Name: MMF Industries	2	BOX	38.93	\$77.86

Total \$335.76