



Texas Department of Motor Vehicles
 Texas SmartBuy PO # 21025284 ,
 Business Unit # 60800
 Purchase Order # 0000008993
 Purchase Order Change Notice (# 1)

Payment Terms: NET30 **Freight Terms:** PREPAY **Ship Via:** VNDR **PCC:** 0 **Date:** 11/10/20 **PO Method:** DG **Dispatch:** Dispatch Via Print **Rev Dt:** 04/23/21

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: Travis Reese
Phone: 512/465-4180
Fax: 512/465-5641

Bill To: 4000 Jackson Avenue
 Austin TX 78731
 United States

Email: Travis.Reese@txdmv.gov

Bill To Fax:

Bill To Email: DMV_FIN-INVOICES@TxDMV.gov

PO Information:

POCN 1, Travis R, 04/23/2021: The items on line 10 were never ordered through Smartbuy, A new order has been placed to correspond to these items, Smartbuy PO# 21077955

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

TxDMV Contacts:
 [See Line Details]

Vendor Contact:
 Audrey Cedillo
 smartbuy@workquest.com
 (512) 451-8145

Term Contract: 615-A1

Authorized Signature

04/23/2021



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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:	
1-1	Item #61519700717 - 2021 Calendar	615/19	7.0000	EA	\$2.81000	\$19.67	11/13/2020	
Ship To: 1P00		Delivery Instructions:						
4000 Jackson Avenue Austin TX 78731 United States								
						Schedule Total	\$19.67	
						ReqID: 0000009905		
TxDMV Contact: Lori Paul Lori.G.Paul@TxDMV.gov (512) 465-4048							Item Total for Line # 1	\$19.67
Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:	
2-1	Item #61519703504 - 2021 Calendar	615/19	3.0000	EA	\$17.79000	\$53.37	11/13/2020	
Ship To: 1P00		Delivery Instructions:						
4000 Jackson Avenue Austin TX 78731 United States								
						Schedule Total	\$53.37	
						ReqID: 0000009905		
TxDMV Contact: Lori Paul Lori.G.Paul@TxDMV.gov (512) 465-4048							Item Total for Line # 2	\$53.37

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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:	
3-1	Item #61519703502 - 2021 Calendar	615/19	4.0000	EA	\$11.49000	\$45.96	11/13/2020	
Ship To: 1P00		Delivery Instructions:						
4000 Jackson Avenue Austin TX 78731 United States								
						Schedule Total	\$45.96	
						ReqID: 0000009905		
TxDMV Contact: Lori Paul Lori.G.Paul@TxDMV.gov (512) 465-4048							Item Total for Line # 3	\$45.96
Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:	
4-1	Item #61519130779 - 2021 Calendar	615/19	4.0000	EA	\$8.49000	\$33.96	11/13/2020	
Ship To: 1P00		Delivery Instructions:						
4000 Jackson Avenue Austin TX 78731 United States								
						Schedule Total	\$33.96	
						ReqID: 0000009905		
TxDMV Contact: Lori Paul Lori.G.Paul@TxDMV.gov (512) 465-4048							Item Total for Line # 4	\$33.96

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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:	
5-1	Item #61519700278 - 2021 Calendar	615/19	6.0000	EA	\$12.21000	\$73.26	11/13/2020	
Ship To: 1P00		Delivery Instructions:						
4000 Jackson Avenue Austin TX 78731 United States								
						Schedule Total	\$73.26	
						ReqID: 0000009905		
TxDMV Contact: Lori Paul Lori.G.Paul@TxDMV.gov (512) 465-4048							Item Total for Line # 5	\$73.26
Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:	
6-1	Item #61519130781 - 2021 Calendar	615/19	1.0000	EA	\$16.29000	\$16.29	11/13/2020	
Ship To: 1P00		Delivery Instructions:						
4000 Jackson Avenue Austin TX 78731 United States								
						Schedule Total	\$16.29	
						ReqID: 0000009905		
TxDMV Contact: Lori Paul Lori.G.Paul@TxDMV.gov (512) 465-4048							Item Total for Line # 6	\$16.29

Authorized Signature

Lori Paul, CTCD

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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
7-1	Item #61519700279 - 2021 Calendar	615/19	6.0000	EA	\$13.08000	\$78.48	11/13/2020
Ship To: 1P00		Delivery Instructions:					
4000 Jackson Avenue Austin TX 78731 United States							
						Schedule Total	\$78.48
						ReqID: 0000009905	
TxDMV Contact: Lori Paul Lori.G.Paul@TxDMV.gov (512) 465-4048							
						Item Total for Line # 7	\$78.48
Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
8-1	Calendar, Monthly, Wall/Desk Vinyl Holder 11 in x 8.5 in. Product No. 61519703502	615/19	5.0000	EA	\$11.49000	\$57.45	11/20/2020
Ship To: 1P21		Delivery Instructions:					
600 West Expressway 83 Pharr TX 78577 United States							
						Schedule Total	\$57.45
						ReqID: 0000009909	
TxDMV Contact: Ariana Rosa Ariana.Rosa@TxDMV.gov (956) 784-6712							
						Item Total for Line # 8	\$57.45

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9-1	Calendar, Monthly Planner, Black, 6.8 in x 8.75 in. Product No. 61519700279	615/19	3.0000	EA	\$13.08000	\$39.24	11/20/2020	
Ship To: 1P21		Delivery Instructions:						
600 West Expressway 83 Pharr TX 78577 United States								
						Schedule Total	\$39.24	
						ReqID: 0000009909		
TxDMV Contact: Ariana Rosa Ariana.Rosa@TxDMV.gov (956) 784-6712							Item Total for Line # 9	\$39.24

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:	
10-1	January - December planner Product No. 61519700278	615/19	3.0000	EA	\$12.21000	\$36.63	11/20/2020	
Ship To: 1P21		Delivery Instructions:						
600 West Expressway 83 Pharr TX 78577 United States								
						Schedule Total	\$36.63	
						ReqID: 0000009909		
TxDMV Contact: Ariana Rosa Ariana.Rosa@TxDMV.gov (956) 784-6712							Item Total for Line # 10	\$36.63

Total PO Amount \$454.31

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

Ariana Rosa, CTCD

04/23/2021