



Texas Department of Motor Vehicles
 Texas SmartBuy PO # 21053515
 Business Unit # 60800
 Purchase Order # 0000009260

Payment Terms: NET30 **Freight Terms:** FOB Destination **Ship Via:** US MAIL **PCC:** X **Date:** 01/27/21 **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: OFFICE DEPOT INC
 PO BOX 660113
 DALLAS TX 75266-0113
 United States

Ship To: See Detail Below

Vendor ID: 1592663954 1

Purchaser: Heidi Ann Davis
Phone: 512/465-4111
Fax:

Bill To: 4000 Jackson Avenue
 Austin TX 78731
 United States

Email: Heidi.Davis@txdmv.gov

Bill To Fax:

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

Contract #:TXMAS-20-7501

See Line Items for TxDMV POC's

Vendor Contact:

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

Authorized Signature

01/28/2021



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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:	
1-1	Supplier# 128524 - Brenton Studio Metro Mesh Large Drawer Organizer, 2 7/16 inH x 15 1/8 inW x 11 9/10 inD, Black	615/33	2.0000	EA	\$14.23000	\$28.46	02/02/2021	
Ship To: 1P03		Delivery Instructions:						
1001 E. Parmer Lane, Ste. A Austin TX 78753 United States								
						Schedule Total	\$28.46	
						RegID: 0000010104		
"TxDMV Contact: Rachel Vasquez Rachel.Vasquez@TxDMV.gov (512) 719-6911"							Item Total for Line # 1	\$28.46
Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:	
2-1	Supplier# 346411 - Brenton Studio Metro Mesh Wire Step File, Black	615/33	3.0000	EA	\$5.50000	\$16.50	02/02/2021	
Ship To: 1P03		Delivery Instructions:						
1001 E. Parmer Lane, Ste. A Austin TX 78753 United States								
						Schedule Total	\$16.50	
						RegID: 0000010104		
"TxDMV Contact: Rachel Vasquez Rachel.Vasquez@TxDMV.gov (512) 719-6911"							Item Total for Line # 2	\$16.50

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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
3-1	Supplier# 537834 - Pen Stayput Blk, PM Company Counter Pen with Ball Chain/base, blk base with upright holder	620/80	20.0000	EA	\$3.62000	\$72.40	02/02/2021
Ship To: 1P03		Delivery Instructions:					
1001 E. Parmer Lane, Ste. A Austin TX 78753 United States							
						Schedule Total	\$72.40
						ReqID: 0000010104	
"TxDMV Contact: Rachel Vasquez Rachel.Vasquez@TxDMV.gov (512) 719-6911"							
						Item Total for Line # 3	\$72.40

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
4-1	Supplier# 326432 - Safco Horizontal Mesh Desk Organizer, 8 1/4 inH x 19 1/2inW x 11 1/2inD, Black	615/33	1.0000	EA	\$36.58000	\$36.58	02/02/2021
Ship To: 1P03		Delivery Instructions:					
1001 E. Parmer Lane, Ste. A Austin TX 78753 United States							
						Schedule Total	\$36.58
						ReqID: 0000010104	
"TxDMV Contact: Rachel Vasquez Rachel.Vasquez@TxDMV.gov (512) 719-6911"							
						Item Total for Line # 4	\$36.58

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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
5-1	FORAY Magnetic Dry-Erase Boards With Aluminum Frame, 36in x 48in, White Board, Silver Frame; Supplier #951774/ Manuf #951-774	785/15	1.0000	EA	\$49.34000	\$49.34	02/09/2021
Ship To: 1P12		Delivery Instructions:					
4000 Jackson Avenue Austin TX 78731 United States							
						Schedule Total	\$49.34
						ReqID: 0000010121	
"TxDMV Contact: Monica Hernandez Monica.Hernandez@TxDMV.gov (512) 465-1261"							
Requester: Eric Horn						Item Total for Line # 5	\$49.34
Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
6-1	OfficeMax Brand Fabric Panel Wall Clips, White, Pack Of 20; Supplier #1383247 / Manuf #10165	615/33	1.0000	PAK	\$4.23000	\$4.23	02/09/2021
Ship To: 1P12		Delivery Instructions:					
4000 Jackson Avenue Austin TX 78731 United States							
						Schedule Total	\$4.23
						ReqID: 0000010121	
"TxDMV Contact: Monica Hernandez Monica.Hernandez@TxDMV.gov (512) 465-1261"							
Requester: CFO Suite						Item Total for Line # 6	\$4.23

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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
7-1	Smead 14030 Pressboard Classification Folders, Letter, Six-Section, Blue, 10/Box. Manufacturer Part #: SMD14030	615/45	6.0000	BOX	\$37.60000	\$225.60	02/09/2021
Ship To: 1P12		Delivery Instructions:					
4000 Jackson Avenue Austin TX 78731 United States							
						Schedule Total	\$225.60
						ReqID: 0000010121	
"TxDMV Contact: Monica Hernandez Monica.Hernandez@TxDMV.gov (512) 465-1261"							
Requester: CFO Suite							
NOTE: Please do not replace with comparable product. These folders are used for 87th Legislature House Bills.							
						Item Total for Line # 7	\$225.60
Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
8-1	Gripper Fngtrtp Sz 7 Ast SP# 339363	605/46	1.0000	PKG	\$8.22000	\$8.22	01/27/2021
Ship To: 1P00		Delivery Instructions:					
4000 Jackson Avenue Austin TX 78731 United States							
						Schedule Total	\$8.22
						ReqID: 0000010107	
Renee Israel 512-465-1420 Renee.Israel@Txdmv.gov							
						Item Total for Line # 8	\$8.22

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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
9-1	Marker Perm Shrpie Fn 8Pk Astd SP# 525064	785/30	1.0000	PKG	\$10.33000	\$10.33	01/27/2021
Ship To: 1P00		Delivery Instructions:					
4000 Jackson Avenue Austin TX 78731 United States							
						Schedule Total	\$10.33
						RegID: 0000010107	
Renee Israel 512-465-1420 Renee.Israel@Txdmv.gov						Item Total for Line # 9	\$10.33

Total PO Amount \$451.66

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.

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