



Texas Department of Motor Vehicles
 Texas SmartBuy PO # 21054871
 Business Unit # 60800
 Purchase Order # 0000009318

Payment Terms: NET30 **Freight Terms:** FOB Destination **Ship Via:** VNDR **PCC:** 0 **Date:** 02/08/21 **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: 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: 512/465-1226
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.

Term Contract#: 620-A1
 645-S1
 832-S1
 207-A2

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

TxDMV Contact: Suzanne Long
 Vehicle Titles Reg Division
 Email: Suzanne.long@TxDMV.gov
 Phone: 940/235-4817

TxDMV Contact: Ashley Lopez
 Vehicle Titles Reg Division
 Phone: 409/895-3214

Authorized Signature

02/08/2021



Texas Department of Motor Vehicles
 Texas SmartBuy PO # 21054871
 Business Unit # 60800
 Purchase Order # 0000009318

Email: ashley.lopez@txdmv.gov

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Paper, Bond, White, Prem No. 4, 20 lb, Letter, Qty Price Breaks, Zones 4,5 Supplier Part Number: 64521350104-2	645/21	8.0000	CTN	\$47.65000	\$381.20	03/01/2021

Ship To: 1P04

Delivery Instructions:

8550 Eastex
 Freeway
 Beaumont TX
 77708
 United States

Schedule Total

ReqID:
0000010057

Ashley Lopez
 Vehicle Titles Reg Division
 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	Pen Ballpoint, Medium Point, 4.5", Z Grip Max (Blue ink) Supplier Part Number: 62080151541	620/80	2.0000	DOZ	\$10.60000	\$21.20	02/22/2021

Ship To: 1P25

Delivery Instructions:

1601-A Southwest
 Parkway
 Wichita Falls TX
 76302
 United States

Schedule Total

ReqID:
0000010154

Suzanne Long
 Vehicle Titles Reg Division
 Email: Suzanne.long@TxDMV.gov
 Phone: 940/235-4817

Item Total for Line # 2

Authorized Signature

02/08/2021



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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
3-1	Tape, Transparent, Refill, 1" x 1000", Core 1", Multi-Purpose, 6/Pack Supplier Part Number: 83220112	832/20	2.0000	BOX	\$5.91000	\$11.82	02/22/2021
Ship To: 1P25		Delivery Instructions:					
1601-A Southwest Parkway Wichita Falls TX 76302 United States							
						Schedule Total	\$11.82
						ReqID:	0000010154
Suzanne Long Vehicle Titles Reg Division Email: Suzanne.long@TxDMV.gov Phone: 940/235-4817						Item Total for Line # 3	\$11.82

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
4-1	Paper, Bond, White, Prem No. 4, 20 lb, Letter, Qty Price Breaks, Zones 4,5 Supplier Part Number: 64521350104-2	645/21	10.0000	CS	\$47.65000	\$476.50	03/01/2021
Ship To: 1P25		Delivery Instructions:					
1601-A Southwest Parkway Wichita Falls TX 76302 United States							
						Schedule Total	\$476.50
						ReqID:	0000010154
Suzanne Long Vehicle Titles Reg Division Email: Suzanne.long@TxDMV.gov Phone: 940/235-4817						Item Total for Line # 4	\$476.50

Authorized Signature

02/08/2021



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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
5-1	Compressed Inert Gas, 10 Oz. Can, Air Duster Supplier Part Number: 20725292005	207/25	4.0000	EA	\$6.04000	\$24.16	02/22/2021
Ship To: 1P25		Delivery Instructions:					
1601-A Southwest Parkway Wichita Falls TX 76302 United States							
						Schedule Total	\$24.16
						ReqID: 0000010154	
Suzanne Long Vehicle Titles Reg Division Email: Suzanne.long@TxDMV.gov Phone: 940/235-4817						Item Total for Line # 5	\$24.16

Total PO Amount \$914.88

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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Authorized Signature

02/08/2021



Purchase Order

PO No. 21054871

Order Date: 2/8/2021

Internal Tracking No.: 0000009318

Contractor Info

WorkQuest, Inc.
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: multiple ship to addresses

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	64521	64521350104-2	Paper, Bond, Virgin, Premium No. 4, 20 Lb., 8-1/2" X 11" Contract: 645-S1 Contract Type: Term Delivery ARO (days): 20 Delivery Date: 3/1/2021 Ship to Address: Texas Department Of Motor Vehicles - 608 8550 EASTEX FREEWAY BEAUMONT TX 77708 Notes: TxDMV Contact: Ashley Lopez Vehicle Titles & Reg Division Phone: 409/895-3214 Email: ashley.lopez@txdmv.gov Manufacturer Name: Skilcraft	8	CRTN	47.65	\$381.20



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Line #	NIGP Code	Commodity Code/ Supplier Part #	Item	QTY	UOM	Unit Price	Extended Price
2	62080	62080151541	Pen Ballpoint, Medium Point, 4.5", Z Grip Max, Plus Freight Order Less Than \$25 Attribute 1: Blue-62080151541 Contract: 620-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 2/22/2021 Ship to Address: Texas Department Of Motor Vehicles - 608 1601-A SOUTHWEST PARKWAY WICHITA FALLS TX 76302 Notes: TXDMV Contact: Suzanne Long Vehicle Titles & Reg Division Email: Suzanne.long@TxDMV.gov Phone: 940/235-4817	2	DOZ	10.60	\$21.20
3	83220	83220112	Tape, Transparent, Refill, 3/4" x 1000", Core 1", Multi-Purpose, 6/Pack, Freight Order Less Than \$50 Contract: 832-S1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 2/22/2021 Ship to Address: Texas Department Of Motor Vehicles - 608 1601-A SOUTHWEST PARKWAY WICHITA FALLS TX 76302 Notes: TXDMV Contact: Suzanne Long Vehicle Titles & Reg Division Email: Suzanne.long@TxDMV.gov Phone: 940/235-4817	2	PKG	5.91	\$11.82



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Line #	NIGP Code	Commodity Code/ Supplier Part #	Item	QTY	UOM	Unit Price	Extended Price
4	64521	64521350104-2	Paper, Bond, Virgin, Premium No. 4, 20 Lb., 8-1/2" X 11" Contract: 645-S1 Contract Type: Term Delivery ARO (days): 20 Delivery Date: 3/1/2021 Ship to Address: Texas Department Of Motor Vehicles - 608 1601-A SOUTHWEST PARKWAY WICHITA FALLS TX 76302 Notes: TXDMV Contact: Suzanne Long Vehicle Titles & Reg Division Email: Suzanne.long@TxDMV.gov Phone: 940/235-4817 Manufacturer Name: Skilcraft	10	CRTN	47.65	\$476.50
5	20725	20725292005	Compressed Air 10 Oz. Can. Freight Added When Less Than \$25 Contract: 207-A2 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 2/22/2021 Ship to Address: Texas Department Of Motor Vehicles - 608 1601-A SOUTHWEST PARKWAY WICHITA FALLS TX 76302 Notes: TXDMV Contact: Suzanne Long Vehicle Titles & Reg Division Email: Suzanne.long@TxDMV.gov Phone: 940/235-4817	4	EACH	6.04	\$24.16

Total \$914.88