



Texas Department of Motor Vehicles
 Texas SmartBuy PO # 21075475
 Business Unit # 60800
 Purchase Order # 0000009460

Payment NET30 **Freight** FOB **Ship Via:** US MAIL **PCC:** 0 **Date:** 04/06/21 **PO Method:** DG **Dispatch:** Dispatch **Rev Dt:**
Terms: **Terms:** Destination **Via Print**

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: 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 #: 620-A1, 615-A1, 735-A1, 645-S1, 640-A1

Vendor Contact:
 WorkQuest Customer Service
 Email: customerservice@workquest.com
 Phone: (512) 451-8145

See Line Item for POC

Authorized Signature

04/06/2021



Texas Department of Motor Vehicles
Texas SmartBuy PO # 21075475
Business Unit # 60800
Purchase Order # 0000009460

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Ball Point Pen, stick pen without eraser.POINT/INK: Medium Blue, SP # 62080031008	620/80	10.0000	DOZ	\$2.00000	\$20.00	04/06/2021
Ship To: 1P16		Delivery Instructions:					
2110 E. Governors Circle Houston TX 77092 United States							
						Schedule Total	\$20.00
						ReqID:	0000010201
"TxDMV Contact: Khadija Brown Khadija.Brown@TxDMV.gov (713) 316-6131"						Item Total for Line # 1	\$20.00
Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
2-1	Retractable 07mm gel ink pen has a translucent colored barrel, clip, grip, and plunger cover to indicate ink color. Blue. SP # 45888468108	620/80	6.0000	DOZ	\$10.50000	\$63.00	04/06/2021
Ship To: 1P16		Delivery Instructions:					
2110 E. Governors Circle Houston TX 77092 United States							
						Schedule Total	\$63.00
						ReqID:	0000010201
"TxDMV Contact: Khadija Brown Khadija.Brown@TxDMV.gov (713) 316-6131"						Item Total for Line # 2	\$63.00

Authorized Signature

04/06/2021



Texas Department of Motor Vehicles
Texas SmartBuy PO # 21075475
Business Unit # 60800
Purchase Order # 0000009460

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:	
3-1	Wipers, Industrial, Sheet Size: 9 x 16.75, 100 Sheets per Box, 5 BX/CS; SPN # 25023	640/50	2.0000	CS	\$46.20000	\$92.40	04/06/2021	
Ship To: 1P16		Delivery Instructions:						
2110 E. Governors Circle Houston TX 77092 United States								
						Schedule Total	\$92.40	
						ReqID: 0000010201		
"TxDMV Contact: Khadija Brown Khadija.Brown@TxDMV.gov (713) 316-6131"							Item Total for Line # 3	\$92.40
Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:	
4-1	Correction Tape, Standard Tip, White, Single Line; SP # 61529301006	615/29	25.0000	EA	\$1.77000	\$44.25	04/06/2021	
Ship To: 1P16		Delivery Instructions:						
2110 E. Governors Circle Houston TX 77092 United States								
						Schedule Total	\$44.25	
						ReqID: 0000010201		
"TxDMV Contact: Khadija Brown Khadija.Brown@TxDMV.gov (713) 316-6131"							Item Total for Line # 4	\$44.25

Authorized Signature

04/06/2021



Texas Department of Motor Vehicles
 Texas SmartBuy PO # 21075475
 Business Unit # 60800
 Purchase Order # 0000009460

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:	
5-1	Ball Pint Stick Pen or Retractable Pens - Z Grip Max. medium point, blue ink, 62080151541	620/80	2.0000	DOZ	\$10.60000	\$21.20	05/03/2021	
Ship To: 1P02		Delivery Instructions:						
5715 I-27 Amarillo TX 79110 United States								
						Schedule Total	\$21.20	
						ReqID: 0000010314		
"TxDMV Contact: Amanda Porter-Brown Amanda.PorterBrown@TxDMV.gov (806) 457-3611"							Item Total for Line # 5	\$21.20

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:	
6-1	Paper, Copy, 8.5" x 11", TIBH, 647656, T1PA,	645/21	10.0000	CTN	\$48.25000	\$482.50	05/03/2021	
Ship To: 1P02		Delivery Instructions:						
5715 I-27 Amarillo TX 79110 United States								
						Schedule Total	\$482.50	
						ReqID: 0000010314		
"TxDMV Contact: Amanda Porter-Brown Amanda.PorterBrown@TxDMV.gov (806) 457-3611"							Item Total for Line # 6	\$482.50

Authorized Signature

04/06/2021



Texas Department of Motor Vehicles
Texas SmartBuy PO # 21075475
Business Unit # 60800
Purchase Order # 0000009460

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
7-1	Pen, Retractable, Ballpoint, Med. Point, 12/PK, Z-Grip Max, Zebra, Blue Ink, Supplier Part # 62080151541, TIBH	620/80	2.0000	PAK	\$10.60000	\$21.20	05/03/2021
Ship To: 1P02		Delivery Instructions:					
5715 I-27 Amarillo TX 79110 United States							
						Schedule Total	\$21.20
						RegID:	
						0000010314	
"TxDMV Contact: Amanda Porter-Brown Amanda.PorterBrown@TxDMV.gov (806) 457-3611"						Item Total for Line # 7	\$21.20
Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
8-1	Highlighter, Blister Pack, 4: Yellow, Pink, Orange, Green, Commodity Code: 62090680208,	620/90	2.0000	PAK	\$4.80000	\$9.60	05/03/2021
Ship To: 1P02		Delivery Instructions:					
5715 I-27 Amarillo TX 79110 United States							
						Schedule Total	\$9.60
						RegID:	
						0000010314	
"TxDMV Contact: Amanda Porter-Brown Amanda.PorterBrown@TxDMV.gov (806) 457-3611"						Item Total for Line # 8	\$9.60

Authorized Signature

04/06/2021



Texas Department of Motor Vehicles
 Texas SmartBuy PO # 21075475
 Business Unit # 60800
 Purchase Order # 0000009460

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:	
9-1	Paper Towels, Quarter fold, White, 6.5" x 6.5", 150/Box, 6 boxes/case, TIBH, Supplier Part# 64085121008	640/75	1.0000	CS	\$61.85000	\$61.85	05/03/2021	
Ship To: 1P02		Delivery Instructions:						
5715 I-27 Amarillo TX 79110 United States								
						Schedule Total	<input type="text" value="\$61.85"/>	
						ReqID: 0000010314		
"TxDMV Contact: Amanda Porter-Brown Amanda.PorterBrown@TxDMV.gov (806) 457-3611"							Item Total for Line # 9	<input type="text" value="\$61.85"/>

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

04/06/2021