

Texas Department of Motor Vehicles Texas SmartBuy PO # 21085374 Business Unit # 60800

Purchase Order # 0000009568

Purchase Order Change Notice (# 1)

Payment NET30 Freight FOB Ship Via: US MAIL PCC: X Date: 05/06/21 PO Method: DG Dispatch: Dispatch Rev Dt: 05/10/21

Terms: Terms:Destination Via Print

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

Page: 1 of 4

Bill To: 4000 Jackson Avenue

Austin TX 78731 United States

Purchaser: Heidi Ann Davis

Phone: 512/465-5808 **Fax:** 512/465-5641

Vendor ID: 1592663954 1

Bill To Fax:

Email: Heidi.Davis@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.

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

POCN#1: Line #4 was cancelled by the vendor resourcing through another vendor. Heidi Davis 5/10/2021

Contract #:TXMAS-20-7501

Vendor Contact: Leslie Garza

Email: leslie.garza@officedepot.com

Phone: (956) 279-5240

See line for TXDMV POC

Authorized Signature

05/10/2021



Ashley.Lopez@TxDMV.gov

(409) 895-3211

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Line-Sch: Line Description: Class/Item: Quantity: UOM: **Unit Price: Extended Amt:** Due Date: 620/80 05/18/2021 Pens, Ball Point, Stick, MS11-10.0000 DOZ \$2.11000 1-1 \$21.10 Ship To: 1P04 **Delivery Instructions:** 8550 Eastex Freeway Beaumont TX 77708 **United States** Schedule Total \$21.10 RegID: 0000010413 TxDMV Contact: Ashley Lopez Ashley.Lopez@TxDMV.gov (409) 895-3211 Item Total for Line # 1 \$21.10 UOM: Unit Price: Due Date: Line-Sch: Class/Item: **Extended Amt:** Line Description: Quantity: Rubber Bands, Crepe, #117B, 615/75 4.0000 BOX \$4.05000 \$16.20 05/18/2021 7" x 1/8", 909713, Box Of 300 Ship To: 1P04 **Delivery Instructions:** 8550 Eastex Freeway Beaumont TX 77708 **United States** \$16.20 Schedule Total RegID: 0000010413 TxDMV Contact: Ashley Lopez

Authorized Signature

Item Total for Line # 2

05/10/2021

\$16.20



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Line-Sch 3-1	File Sto Letter/L 12inW	escription: orage Boxes, Legal Size, 10inH x x 15inD, White/Blue, f 20 Supplier Part #:	Class/Item: 615/37	Quantity: 2.0000	UOM: EA	Unit Price: \$39.68000	Extended Amt: \$79.36	Due Date: 05/17/2021
	Ship To:	1P00	Deliver	ry Instructions:				
		4000 Jackson Avenue Austin TX 78731 United States					Sahadula Tatal	\$70.20 J
						· n	Schedule Total	\$79.36
					Req 0000	<u>ID:</u>)010411		
TxDMV C Stephanie Stephanie (512) 465	e Lopez e.Lopez1@t	ixdmv.gov						
(312) 403	-4043					Item	Total for Line # 3	\$79.36
Line-Sch 4-1		escription: ick, blue Part #: 33611	Class/Item: 620/80	Quantity: 7.0000	UOM: DOZ	Unit Price: \$1.83000	Extended Amt: \$0.00	Due Date: CANCEL
			620/80					
	Pen, st	ick, blue Part #: 33611	620/80	7.0000				
	Pen, st	1P24 2203 Austin Avenue Waco TX 76701	620/80	7.0000	DOZ <u>Re</u> q	\$1.83000	\$0.00	CANCEL
TxDMV C Debbie W	Pen, st Ship To: Contact: Vilson	1P24 2203 Austin Avenue Waco TX 76701 United States	620/80	7.0000	DOZ <u>Re</u> q	\$1.83000	\$0.00	CANCEL
TxDMV C Debbie W	Pen, st Ship To: Contact: //ilson //ilson@TxD	1P24 2203 Austin Avenue Waco TX 76701 United States	620/80	7.0000	DOZ <u>Re</u> q	\$1.83000 <u>ID:</u> 0010387	\$0.00	CANCEL

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

05/10/2021



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