



Texas Department of Motor Vehicles
 Business Unit # 60800
 Purchase Order # 0000009894

Payment Terms: NET30 **Freight Terms:** FOB Destination **Ship Via:** US MAIL **PCC:** 0 **Date:** 07/21/21 **PO Method:** IA **Dispatch:** Dispatch Via Print **Rev Dt:**

PLEASE NOTE: ADDITIONAL TERMS AND CONDITIONS MAY BE LISTED AT THE END OF THE PURCHASE ORDER.

Vendor: TEXAS STATE LIBRARY
 ATTN MICROGRAPHICS DEPT
 PO BOX 12927
 AUSTIN TX 787112927
 United States

Ship To: 1P00 - TxDMV Warehouse
 4000 Jackson Avenue
 Austin TX 78731
 United States

Vendor ID: 3306306306 0

Bill To: 4000 Jackson Avenue
 Austin TX 78731
 United States

Purchaser: Samantha Lavoie
Phone: 512/465-4180
Fax: 512/465-5641

Bill To Fax:

Email: Samantha.Lavoie@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 Invoices@txdmv.gov. 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, whichever is later.

Note: warrants will not be issued to a vendor without a current Texas Identification Number.

Quantities

Quantities are estimated: TxDMV does not guarantee to purchase any minimum or maximum quantity. TxDMV reserves the right to increase or decrease the quantity(ies) of the purchases order at the same original terms and conditions. The vendor will be notified in writing by purchase order change notice of any requirements for any increased or decreased quantities.

Contract Period 9/1/2021-8/31/2022

TXDMV Contract Monitors:

Jennifer Whittaker 512-465-1386
 email: Jennifer.Whittaker@TxDMV.gov

TSLAC Contact: Michael Shea 512-475-5151

TxDMV Contract Specialist:

Samantha Lavoie
 Samantha.lavoie@txdmv.gov
 512-465-4199

Interagency Cooperation Act, Texas Government

Authorized Signature

Samantha Lavoie

08/30/2021



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Business Unit # 60800
Purchase Order # 0000009894

Code, Title 7, Chapter 771.

Reference TSLA IAC # 6-21-608, Contract for Storage Services for Fiscal Year 2022

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Texas State Library & Archives Commission - FY 2022 TxDMV Document Storage and Management Term of Service: 9/1/21 - 8/31/22	963/43	5000.0000	EA	\$1.00000	\$5,000.00	07/21/2021

Schedule Total

Contract ID:
0000009894

ReqID:
0000010692

Item Total for Line # 1

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

Samantha Lavoie

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