



Texas Department of Motor Vehicles  
 Business Unit # 60800  
 Purchase Order # 0000010111

**Payment Terms:** NET30 **Freight Terms:** FOB Destination **Ship Via:** US MAIL **PCC:** 0 **Date:** 09/13/21 **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:** TEXAS DEPARTMENT OF CRIMINAL JUSTICE (TD)  
 PO BOX 99  
 HUNTSVILLE TX 773420099  
 United States

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

**Vendor ID:** 3696696696 6

**Purchaser:** Ricardo Montalvo Rodriguez  
**Phone:** 512/465-4097  
**Fax:** 512/465-5641

**Bill To:** 4000 Jackson Avenue  
 Austin TX 78731  
 United States

**Email:** Ricardo.Montalvo@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, whichever 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.

**The Prison Made Good Acts:**

Texas Department of Criminal Justice (TDCJ) and Texas Correctional Industries (TCI), a division of the TDCJ, Texas Government Code, Title 10, Subtitle D, Chapter 2155, Subchapter A, Sec. 2155.065 and Texas Government Code, Title 4, Subtitle G, Chapter 497, Subchapter A, Section 497.023 - 497.029)

Interagency Agreement Contract Act: Texas Government Code, Title 7, Chapter 771

TCI Bid Number: 2209-001

**TxDMV Contact:**

Stacy Steenken  
 Stacy.Steenken@txdmv.gov  
 (512) 302-2380

**Contractor:** TCI

Contact Name: Don Moore  
 Email: tci@tdjc.texas.gov

**Authorized Signature**

**09/13/2021**



Texas Department of Motor Vehicles  
Business Unit # 60800  
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Phone: 254-883-1536

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Business Card - DMV-0108: 500/Box, 1-Sided. Paper Stock; Recycled; Starbright Opaque White 100lb Smooth Cover; Brightness 90-93	966/07	1.0000	BOX	\$17.76000	\$17.76	09/30/2021

Schedule Total

ReqID:  
0000011037

Business Card to read:

Daniel Avitia  
Deputy Executive Director  
Executive Office  
O 512.465.1210 F 512.465.4225  
Daniel.Avitia@TxDMV.gov

4000 JACKSON AVENUE, AUSTIN, TEXAS 78731  
www.TxDmv.gov

Item Total for Line # 1

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
2-1	Freight Charge	962/86	1.0000	EA	\$9.77000	\$9.77	09/30/2021

Schedule Total

ReqID:  
0000011037

Item Total for Line # 2

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.

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Authorized Signature

09/13/2021