



Texas Department of Motor Vehicles
 Texas SmartBuy PO # 22012083
 Business Unit # 60800
 Purchase Order # 0000010223

Payment Terms: NET30 **Freight Terms:** FOB Destination **Ship Via:** US MAIL **PCC:** X **Date:** 10/06/21 **PO Method:** AT **Dispatch:** Dispatch Via Print **Rev Dt:**

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

Vendor: STAPLES CONTRACT AND COMMERCIAL INC
 DBA STAPLES BUSINESS ADVANTAGE
 PO BOX 660409
 DALLAS TX 75266-0409
 United States

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

Vendor ID: 1043390816 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.

Contract: TXMAS-20-7502

TxDMV Contact:

Monica Henandez
 Monica.Hernandez@txdmv.gov
 (512) 465-1261

Contractor: Staples Contract Commercial LLC

Contact Name: Jonathan McEwen
 Email: jonathan.mcewen@staples.com
 Phone: (210) 253-7267

Authorized Signature

10/06/2021



Texas Department of Motor Vehicles
Texas SmartBuy PO # 22012083
Business Unit # 60800
Purchase Order # 0000010223

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Staples Cubicle Hook White 5/Pack (44437) Supplier Part Number: 1798816 Manufacturer Part #: 1798816 - 1855753	615/69	4.0000	PAK	\$1.49000	\$5.96	10/11/2021
						Schedule Total	\$5.96
						ReqID:	0000010928
						Item Total for Line # 1	\$5.96
2-1	Officemate Standard Staples 1/4 Leg Length 5000/Box (91900) Supplier Part Number: 889081 Manufacturer Part #: 889081 - 1855753	615/81	4.0000	BOX	\$1.40000	\$5.60	10/11/2021
						Schedule Total	\$5.60
						ReqID:	0000010928
						Item Total for Line # 2	\$5.60
3-1	Pendaflex Earthwise Recycled Expanding Wallet, Elastic Closure, Letter Size, Brown, 10/Box (Pfx 1073G- Ox). Supplier Part Number: 258223 Manufacturer Part #: 258223 - 1855753	615/41	1.0000	BOX	\$26.85000	\$26.85	10/11/2021
						Schedule Total	\$26.85
						ReqID:	0000010928
						Item Total for Line # 3	\$26.85

Authorized Signature

10/06/2021



Texas Department of Motor Vehicles
Texas SmartBuy PO # 22012083
Business Unit # 60800
Purchase Order # 0000010223

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
4-1	Fellowes Crystals Presentation Covers Letter Size Clear 100/Pack (52089) Supplier Part Number: 789344 Manufacturer Part #: 789344 - 1855753	700/10	1.0000	PAK	\$18.27000	\$18.27	10/11/2021
						Schedule Total	\$18.27
						ReqID:	0000010928
						Item Total for Line # 4	\$18.27
5-1	Swingline GBC Solids Standard Presentation Covers; Letter Size; Navy; 50/Pack (2514494). Supplier Part Number: 437853 Manufacturer Part #: 437853 - 1855753	700/10	1.0000	PAK	\$21.77000	\$21.77	10/11/2021
						Schedule Total	\$21.77
						ReqID:	0000010928
						Item Total for Line # 5	\$21.77
6-1	Swingline Gbc Solids Standard Presentation Covers Presentation Covers 8.5 W X 11 H (Us Letter) Black 50 Pack (2514493) Supplier Part Number: 437852 Manufacturer Part #: 437852 - 1855753	700/10	1.0000	PKG	\$21.77000	\$21.77	10/11/2021
						Schedule Total	\$21.77
						ReqID:	0000010928
						Item Total for Line # 6	\$21.77

Authorized Signature

10/06/2021



Texas Department of Motor Vehicles
Texas SmartBuy PO # 22012083
Business Unit # 60800
Purchase Order # 0000010223

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
7-1	Swingline Quick Touch Full Strip Metal Stapler; 28 Sheet Capacity; Black/Silver (64580). Supplier Part Number: 1698256 Manufacturer Part #: 1698256 - 1855753	605/85	2.0000	EA	\$15.02000	\$30.04	10/11/2021
						Schedule Total	<input type="text" value="\$30.04"/>
						ReqID: 0000010928	
						Item Total for Line # 7	<input type="text" value="\$30.04"/>

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

10/06/2021