



Texas Department of Motor Vehicles
Business Unit # 60800
Purchase Order # 0000010580

Payment NET30 Freight PREPAY Ship Via: VNDR PCC: 0 Date: 12/27/21 PO Method: DG Dispatch: Dispatch Rev Dt:
Terms: Terms: AND ADD Via Print

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: 1P17 - Longview Region
4549 W. Loop 281
Longview TX 75604
United States

Vendor ID: 3696696696 6

Purchaser: Amanda Leigh Maxwell
Phone: 512/465-1226
Fax:

Bill To: 4000 Jackson Avenue
Austin TX 78731
United States

Email: Mandy.Maxwell@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.

Quantity(ies):

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 purchase 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 quantity(ies).

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)

Quote # FY22-0491

TDCJ Contact: Kevin Gilliland/Customer Service
Phone: 936/437-6048
Email: KEVIN.GILLILAND@tdcj.texas.gov
Email: tci@tdcj.texas.gov

Authorized Signature

[Handwritten signature]

12/27/2021



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TxDMV Contact: Cynthia Fagan  
 Email: cynthia.fagan@txdmv.gov  
 Phone: 903/237-2811

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Envelope, #10, Window, #24, White Wove, Regular Rounded Gummed Flap, Black Ink, 500/Box	966/31	10.0000	BOX	\$16.50000	\$165.00	01/31/2022

Schedule Total

ReqID:  
0000011456

Return address to read:  
 TxDMV Logo  
 Texas Department of Motor Vehicles  
 Longview Regional Service Center  
 4549 W Loop 281  
 Longview, Texas 75604

Cynthia Fagan  
 Email: cynthia.fagan@txdmv.gov  
 Phone: 903/237-2811

Item Total for Line # 1

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
2-1	Envelope, #10, Non-Window, #24, White Wove, Regular Rounded Gummed Flap, Black Ink, 500/Box	966/31	10.0000	BOX	\$25.50000	\$255.00	01/31/2022

Schedule Total

ReqID:  
0000011456

Return address to read:  
 TxDMV Logo  
 Texas Department of Motor Vehicles  
 Longview Regional Service Center  
 4549 W Loop 281  
 Longview, Texas 75604

Cynthia Fagan  
 Email: cynthia.fagan@txdmv.gov  
 Phone: 903/237-2811

Item Total for Line # 2

Total PO Amount

Authorized Signature

*Cynthia Fagan, CTOD/COM*

12/27/2021



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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

*[Handwritten Signature]*

12/27/2021