



Texas Department of Motor Vehicles
 Texas SmartBuy PO # 22070334
 Business Unit # 60800
 Purchase Order # 0000010751

Payment Terms: NET30 **Freight Terms:** FOB Destination **Ship Via:** VNDR **PCC:** 0 **Date:** 02/23/22 **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: WORKQUEST
 1011 E 53rd St
 AUSTIN TX 78751
 United States

Ship To: 1P08 - Dallas Region
 1925 E. Beltline, Ste. 100
 Carrollton TX 75006
 United States

Vendor ID: 1741976051 1

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.

Human Resources Code, Title 8, Chapter 122, Section 122.001 and Texas Government Code, Title 10, Chapter 2155, Sections 2155.138 and 2155.441

Term Contract #: 645-S1, 207-S1, 832-S1, 620-S1

Vendor Contact: WorkQuest Customer Service
 Email: customerservice@workquest.com
 Phone: (512) 451-8145

TxDMV Contact: Karen Poff
 Email: karen.poff@txdmv.gov
 Phone: 972/478-5212

Authorized Signature

02/23/2022



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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	REMANUFACTURED TONER CARTRIDGE CF287X Supplier Part Number: 20772922812	207/72	15.0000	EA	\$152.01000	\$2,280.15	03/10/2022
						Schedule Total	\$2,280.15
						RegID:	0000011577
						Item Total for Line # 1	\$2,280.15
2-1	Paper, Bond, White, Prem No. 4, 20 lb, Letter 8.5x11 Supplier Part Number: 64521350104-2	645/21	30.0000	CTN	\$53.41000	\$1,602.30	03/15/2022
						Schedule Total	\$1,602.30
						RegID:	0000011577
						Item Total for Line # 2	\$1,602.30
3-1	INSIDE DELIVERY FEE	962/86	1.0000	EA	\$45.00000	\$45.00	03/15/2022
						Schedule Total	\$45.00
						RegID:	0000011577
						Item Total for Line # 3	\$45.00

Authorized Signature

[Handwritten Signature]

02/23/2022



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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
4-1	Tape, Transparent, Refill, 3/4" x 1000", Core 1", Multi-Purpose, 6/Pack Supplier Part Number: 83220112	832/20	10.0000	PKG	\$5.91000	\$59.10	03/09/2022
						Schedule Total	\$59.10
						ReqID:	0000011577
						Item Total for Line # 4	\$59.10
5-1	Retractable fluorescent highlighters. Yellow, Dozen Supplier Part Number: 62090388000	620/90	10.0000	DOZ	\$13.69000	\$136.90	03/09/2022
						Schedule Total	\$136.90
						ReqID:	0000011577
						Item Total for Line # 5	\$136.90
						Total PO Amount	\$4,123.45

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

02/23/2022



Purchase Order

PO No. 22070334

Order Date: 2/23/2022

Internal Tracking No.: 0000010751

Contractor Info

WorkQuest, Inc.
17419760511
1011 East 53 1/2 Street
Austin, TX 78751

(512) 451-8145

Bill To

4000 JACKSON AVENUE
AUSTIN TX 78731

Ship To

Texas Department Of Motor Vehicles - 608
1925 E BELTLINE ROAD , SUITE 100
CARROLLTON TX 75006

NOTE TO CONTRACTOR:**Disclaimer**

The State of Texas is exempt from all Federal Excise Taxes except as noted in each contract.

STATE AND CITY SALES TAX EXEMPTION CERTIFICATE:

The undersigned claims an exemption from taxes under Texas Tax Code, Section 151.309(4), for purchase of tangible personal property described in this numbered order, purchased from contractor and/or shipper listed above, as this property is being secured for the exclusive use of the State of Texas, or a Texas County, City, Special District, or Other Political Subdivision.

Bobby Pounds

Texas Comptroller of Public Accounts – Statewide Procurement Division

Agency	Purchaser	Email	Phone
Texas Department Of Motor Vehicles - 608	Mandy Maxwell	Mandy.maxwell@txdmv.gov	(512) 465-1226

Line #	NIGP Code	Commodity Code/ Supplier Part #	Item	QTY	UOM	Unit Price	Extended Price
1	64521	64521350104-2	Paper, Bond, Virgin, Premium No. 4, 20 Lb., 8-1/2" X 11" Contract: 645-S1 Contract Type: Term Delivery ARO (days): 20 Delivery Date: 3/15/2022 Notes: TxDMV Contact: Karen Poff Email: karen.poff@txdmv.gov Phone: 972/478-5212 Manufacturer Name: Skilcraft	30	CRTN	53.41	\$1,602.30
2	64521	64521350104-2	Inside Delivery Charge Delivery Date: 3/15/2022 Notes: TxDMV Contact: Karen Poff Email: karen.poff@txdmv.gov Phone: 972/478-5212	1	EACH	45.00	\$45.00



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Line #	NIGP Code	Commodity Code/ Supplier Part #	Item	QTY	UOM	Unit Price	Extended Price
3	20772	20772922812	CF287X Remanufactured Toner Cartridge, For HP Laserjet Enterprise M527, M506, M501, Freight Included Contract: 207-S1 Contract Type: Term Delivery ARO (days): 15 Delivery Date: 3/10/2022 Notes: TxDMV Contact: Karen Poff Email: karen.poff@txdmv.gov Phone: 972/478-5212	15	EACH	152.01	\$2,280.15
4	83220	83220112	Tape, Transparent, Refill, 3/4" x 1000", Core 1", Multi-Purpose, 6/Pack, Freight Order Less Than \$50 Contract: 832-S1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 3/9/2022 Notes: TxDMV Contact: Karen Poff Email: karen.poff@txdmv.gov Phone: 972/478-5212	10	PKG	5.91	\$59.10
5	62090	62090388000	Highlighter, Retractable, Yellow, Plus Freight Order Less Than \$25 Contract: 620-S1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 3/9/2022 Notes: TxDMV Contact: Karen Poff Email: karen.poff@txdmv.gov Phone: 972/478-5212	10	DOZ	13.69	\$136.90

Total \$4,123.45