



Texas Department of Motor Vehicles
 Business Unit # 60800
 Purchase Order # 0000011839

Payment NET30 **Freight** FOB **Ship Via:** US MAIL **PCC:** I **Date:** 09/30/22 **PO Method:** DG **Dispatch:** Dispatch **Rev Dt:**
Terms: **Terms:** Destination **Via Email**

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

Vendor: TOSHIBA AMERICA BUSINESS SOLUTIONS INC
 DBA TOSHIBA BUSINESS SOLUTIONS, USA
 FILE 57202
 LOS ANGELES CA 90074-7202
 United States

Ship To: 1P09 - El Paso Region
 1227 Lee Trevino, Ste. 100
 El Paso TX 79907
 United States

Vendor ID: 1330865305 7

Bill To: 4000 Jackson Avenue
 Austin TX 78731
 United States

Purchaser: Amanda Leigh Maxwell
Phone: 512/465-1226
Fax: 512/465-5641

Bill To Fax:

Email: Mandy.Maxwell@txdmv.gov

Bill To Email: DMV_FIN-INVOICES@TxDMV.gov

PO Information:

Copier Lease:
 Equipment is to be leased in accordance with the terms and conditions of the State of Texas Department of Information Resources Toshiba Contract No. DIR-CPO-4426, Appendix F Master Lease Agreement. It is acknowledged and agreed that this purchase order constitutes a schedule as defined in the Master Lease Agreement.

Toshiba e-STUDIO3518A Additional Copier
 36 mo lease \$99.07 per month
 Service includes 6000 black white copies per month @ .00672 overage .00660
 Total monthly service payment \$40.32
 Total payment lease + service 36 months \$139.39

36 Month Lease:

FY23 - 12/01/2022 to 08/31/2023, Months 1-9 of 36 month lease - PO 60800 0000011839
 FY24 - 09/01/2023 to 08/31/2024, Months 10-21 of 36 month lease
 FY25 - 09/01/2024 to 08/31/2025, Months 22-33 of 36 month lease
 FY26 - 09/01/2025 to 11/30/2025, Months 34-36 of 36 month lease

All quantities are estimates only and the department reserves the right to increase and/or decrease the quantities to meet the department's need. At each renewal option, the parties may negotiate agree on a price reduction or escalation.

All supplies except paper shall be included at no additional charge for the life of the purchase order.

Ownership: The equipment is and shall at all times be and remain the property of the vendor. The State shall exercise due care in the use, operations and maintenance of the equipment and shall not use, operate or maintain the equipment improperly.

TxDMV shall be relieved from risks of loss or damage to all equipment leased during the period of transportation, installation, and during the entire time the equipment is in the possession of TxDMV except when loss or damage is due to the fault or negligence of TxDMV.

The State shall not obtain property or casualty insurance protecting the vendor's equipment on State property. The vendor may obtain such insurance for its own account and assumes all costs associated with such insurance.

Maintenance: There shall be no escalation of maintenance costs for the duration of the lease period. The vendor shall keep equipment fully operations for the duration of the lease period. The vendor shall assume the cost of all repairs to the equipment including parts, labor, transportation and travel expenses.

Authorized Signature

Mandy Maxwell, CTO/COM

09/30/2022



Service technicians shall be fully qualified to work on the specific equipment, and shall have factory training with a minimum of one year hands on experience working on the specific equipment. Normal maintenance coverage shall be Monday through Friday, 8:00 AM to 5:00 PM. Vendor shall respond to maintenance calls within four (4) business hours.

TxDMV believes a lease is unlikely to be cancelled prior to the full lease term. However, TxDMV may terminate a lease period, with no termination charges assessed, when either funds are not appropriated by the Texas Legislature or for vendor non-performance in these instances:

*Consistent failure to respond to service calls within the required time frame. Consistent failure is defined as not responding at any or all locations on two (2) out of three (3) consecutive occurrences.

*On-Site maintenance performed by unqualified technicians. If TxDMV determines that the technician is unable to perform in accordance with the service requirements or fails to communicate effectively, the vendor shall immediately remove the technician. Hardware upgrades are negotiable, are at TxDMV's discretion and shall be changed to TxDMV. Upgrades will not extend past the duration of the lease period regardless of when added.

Technology Upgrades: Any software or firmware full service maintenance upgrades available during the term of the lease shall be offered at no additional cost to TxDMV.

Upon expiration of lease Vendor must sanitize (multiple pass overwrite) the internal hard drive of the copier. The Vendor must provide TxDMV an attestation which includes the serial number of the copier that the hard drive was removed from and the date it was sanitized.

Purchase made in accordance with the terms and conditions set forth in contract: DIR-CPO-4426

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.

Quote: TXDMV El Paso - additional copier

Vendor Contact: Maryellen Abshire
Office: 737-236-7007
Cell: 512-237-0259
Email: maryellen.absher@tbs.toshiba.com

TxDMV Contact: James Chesshire
Phone: (915) 594-6010
Email: james.chesshire@txdmv.gov

Authorized Signature

09/30/2022



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 Business Unit # 60800
 Purchase Order # 0000011839

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Toshiba e-STUDIO3518A	985/58	9.0000	MO	\$139.39000	\$1,254.51	09/30/2022
						Schedule Total	\$1,254.51
Contract ID: 0000011839				ReqID: 0000012448			
Toshiba e-STUDIO3518A - SN# TBD 35 Page per minute Included Features: MR3033 100-sheet RADF, PWRFLTR-D5133nt 120/15a power filter network, and Stand5005 36 Month lease- \$99.07 per month Service includes 6000 black and white copies per month @ .00672 overage .00660 Total monthly service payment \$40.32 Total payment lease + service 36 months \$139.39							
						Item Total for Line # 1	\$1,254.51

Total PO Amount **\$1,254.51**

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]

09/30/2022