



Texas Department of Motor Vehicles  
Texas SmartBuy PO # 23123556  
Business Unit # 60800  
Purchase Order # 0000012523

**Payment Terms:** NET30    **Freight Terms:** FOB Destination    **Ship Via:** VNDR    **PCC:** X    **PO Date:** 04/05/2023    **PO End Date:** 04/10/2023    **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:** IDM Products, LLC  
10460 MARKISON RD  
DALLAS TX 75238-1650  
United States

**Ship To:** 1P25 - Wichita Falls  
1601-A Southwest Parkway  
Wichita Falls TX 76302  
United States

**Vendor ID:** 1832646668 9 001

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

**Purchaser:** Richard Emmanuel Oballo

**Phone:**

**Fax:**

**Bill To Fax:**

**Email:** richard.oballo@txdmv.gov

**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.

Note: Warrants will not be issued to a vendor without a current Texas Identification Number.

**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).

**Delivery:**

Delivery of goods shall be in accordance with the delivery requirements of this purchase order, any underlying or associated contract for the goods being purchased and any other requirements set for by TxDMV or state law. Upon delivery, the bill of lading shall include at a minimum the following information: TxDMV Division and Contact Name, TxDMV Purchase Order number, Delivery Address, Vendor contact information and return address. If the vendor has an updated delivery schedule or more accurate delivery date, the vendor shall notify the TxDMV contact immediately.

Texas Department of Motor Vehicles Standard Terms and Conditions can be found at: <http://www.txdmv.gov/contractors-vendors>

CONTRACT ID: TXMAS-18-51V08

TxDMV Contract Monitor:  
Suzanne Long  
Suzanne.long@txdmv.gov  
940-235-4800 ext 4817

Vendor Contact:  
Contact Name: Gerald Grimes  
Email: gerald@idmproducts.com  
Phone: (972) 345-3952

Authorized Signature

04/05/2023



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Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Kleenex Facial Tissue 36 Qty 100 Sheet Flat Box Of White Facial Tissues, 2 Ply #60011996	30101	445/80	1.0000	EA	\$127.18000	\$127.18	04/05/2023
							<b>Schedule Total</b>	<input type="text" value="\$127.18"/>
					<b>ReqID:</b> 0000013125			
							<b>Item Total for Line # 1</b>	<input type="text" value="\$127.18"/>
							<b>Total PO Amount</b>	<input type="text" value="\$127.18"/>

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  
*Richard Oballo*  
04/05/2023