



Texas Department of Motor Vehicles  
 Business Unit # 60800  
 Purchase Order # 0000012748

**Payment Terms:** NET30    **Freight Terms:** FOB Destination    **Ship Via:** FEDEX    **PCC:** E    **PO Date:** 05/25/2023    **PO End Date:**    **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:** FEDEX  
 PO BOX 94515  
 PALATINE IL 600944515  
 United States

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

**Vendor ID:** 1341441019 4 002

**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:**

FedEx shipment fees from CH to Hilton Anatole for TxDMV materials - Tax Assessor-Collector Association (TACA) Conference - June 2023

NOTE - Please expedite PO - shipment required for delivery no later than May 31 2023

GSC will deliver labeled packages to mailroom for shipment

Shipment from CH to Hilton Anatole for Tax Assessor-Collector Association (TACA) conference - June 2023

Requested by Wendy Cook

Packages will be picked up at Hilton Anatole FedEx Office by Wendy Cook June 4

Contact: FedEx Office Business Center: 214.749.0667

**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.

Additionally, this Purchase Order is governed by the Texas Department of Motor Vehicles Standard Terms and Conditions, which can be found at: <http://www.txdmv.gov/contractors-vendors>.

Shipping instructions and amount included in documentation.

CONTRACT ID: 962-C1

Authorized Signature

*Richard Oballo*

05/25/2023



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TxDMV Contract Monitor:  
 Mari Henson  
 Mari.aaron@txdmv.gov  
 512-465-1443

TxDMV contact:

Wendy Cook  
 Wendy.cook@txdmv.gov  
 512-465-4018

Vendor Contact:  
 Hilton Anatole  
 2201 N Stemmons Fwy.  
 Dallas, Tx 75207  
 214-749-0670  
 Usa5574@fedex.com

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	FedEx Shipping TxT posters and kraft paper 6 boxes	30901	962/86	6.0000	EA	\$15.00000	\$90.00	05/26/2023
							<b>Schedule Total</b>	<input type="text" value="\$90.00"/>
					<b>ReqID:</b> 0000013393			
							<b>Item Total for Line # 1</b>	<input type="text" value="\$90.00"/>

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
2-1	FedEx Shipment Inspection Date Calendar Magnets	30901	962/86	1.0000	EA	\$35.00000	\$35.00	05/26/2023
							<b>Schedule Total</b>	<input type="text" value="\$35.00"/>
					<b>ReqID:</b> 0000013393			
							<b>Item Total for Line # 2</b>	<input type="text" value="\$35.00"/>

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
3-1	FedEx Shipment Inspection Calendar	30901	962/86	2.0000	EA	\$25.00000	\$50.00	05/26/2023
							<b>Schedule Total</b>	<input type="text" value="\$50.00"/>
					<b>ReqID:</b> 0000013393			
							<b>Item Total for Line # 3</b>	<input type="text" value="\$50.00"/>

Authorized Signature

*Richard Oballo*

05/25/2023



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Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
4-1	FedEx Shipment TxDOT travel maps	30901	962/86	1.0000	EA	\$35.00000	\$35.00	05/26/2023
							<b>Schedule Total</b>	<input type="text" value="\$35.00"/>
					<b>ReqID:</b> 0000013393			
							<b>Item Total for Line # 4</b>	<input type="text" value="\$35.00"/>
Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
5-1	FedEx Package Pickup and additional services fee	30901	962/86	1.0000	EA	\$35.00000	\$35.00	05/26/2023
							<b>Schedule Total</b>	<input type="text" value="\$35.00"/>
					<b>ReqID:</b> 0000013393			
							<b>Item Total for Line # 5</b>	<input type="text" value="\$35.00"/>
							<b>Total PO Amount</b>	<input type="text" value="\$245.00"/>

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  
*Richard Oballo*  
05/25/2023