



Texas Department of Motor Vehicles  
 Business Unit # 60800  
 Purchase Order # 0000013248  
 Purchase Order Change Notice (# 2)

**Payment Terms:** NET30    **Freight Terms:** FOB Destination    **Ship Via:** US MAIL    **PCC:** E    **PO Date:** 08/25/2023    **PO End Date:** 10/31/2023    **PO Method:** DG    **Dispatch:** Dispatch Via Print    **Rev Dt:** 08/28/2023  
**PLEASE NOTE: ADDITIONAL TERMS AND CONDITIONS MAY BE LISTED AT THE END OF THE PURCHASE ORDER.**

**Vendor:** THE URBAN CIRCLE  
 IPROMOTEU  
 DEPT 2419  
 PO BOX 122419  
 DALLAS TX 75312-2419  
 United States

**Ship To:** 1P12 - Finance Admin Services  
 4000 Jackson Avenue  
 Austin TX 78731  
 United States

**Ship To Attention:** Monica C Hernandez  
**Bill To:** 4000 Jackson Avenue  
 Austin TX 78731  
 United States

**Vendor ID:** 1264261129 2 003

**Purchaser:** Richard Emmanuel Oballo  
**Phone:**  
**Fax:**

**Bill To Fax:**

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

**Bill To Email:** DMV\_FIN-INVOICES@TxDMV.gov

**PO Information:**

Please see attached quote

Contract Monitor: Monica Hernandez  
 Monica.Hernandez@TxDMV.gov  
 512-465-1261

POCN#2 Richard Oballo 8/28/2023 Vendor ID and name change    VENDOR ID: 1264261129    Vendor Name: The Urban Circle, LLC    Change name did not occur in POCN#1

POCN#1 Richard Oballo 8/28/2023 Change name and Vendor ID

**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

Authorized Signature

*Richard Oballo*

08/28/2023



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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>.

Purchase of promotional items is governed by Transportation Code 1001.11 and 1006.154(c), and Texas Administrative Code 20.296(b). The logo to be imprinted on the goods covered by this procurement is copyrighted by TxDMV. The vendor is advised that permission for use of the logo is granted only for meeting the requirements of this procurement. Any person or company wishing to use the logo for other than this purpose must contact the TxDMV Purchasing Section at (512) 465-4193.

QUOTE: 15182

TxDMV Contract Monitor:

Monica Hernandez  
 Monica.Hernandez@txdmv.gov  
 512-465-1261

Vendor Contact:  
 iPROMOTEu - The Urban Circle LLC  
 405 Main St. 7th Floor Houston, TX 77002  
 Phone: 713.226.8720  
 Email: info@tucllc.us

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Auto Phone Mount. Color: TBD; Imprint: One Color; Size: 1 3/4 " W x 2 1/2" H. Item #FBIHG-LGIWN	30901	037/78	100.0000	EA	\$3.77000	\$377.00	08/25/2023
							<b>Schedule Total</b>	<input type="text" value="\$377.00"/>

ReqID:  
0000013946

**Item Total for Line # 1**

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
2-1	Collapsible Beverage Can Cooler. Color: TBD; Imprint: Full Color; Size(s): 4" w x 4" H. Item # AA0HG-PXQDD	30901	037/78	100.0000	EA	\$1.83000	\$183.00	08/25/2023
							<b>Schedule Total</b>	<input type="text" value="\$183.00"/>

ReqID:  
0000013946

**Item Total for Line # 2**

Authorized Signature

*Richard Oballo*

08/28/2023



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Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
3-1	Translucent Car LED Key Chain. Color: TBD; Imprint: One Color; Size(s): 2 1/2" W x 1 1/16" H. Item # MGOMJ-IGDRE	30901	037/78	150.0000	EA	\$2.51000	\$376.50	08/25/2023
							<b>Schedule Total</b>	<input type="text" value="\$376.50"/>
						<b>ReqID:</b> 0000013946		
							<b>Item Total for Line # 3</b>	<input type="text" value="\$376.50"/>
4-1	Crossover SUV Stress Reliever. Color: Blue; Imprint: One Color; Size(s): 5" L x 1.75" w x 1.5" H. Item # HCMMK-NNMJR	30901	037/78	150.0000	EA	\$3.71000	\$556.50	08/25/2023
							<b>Schedule Total</b>	<input type="text" value="\$556.50"/>
						<b>ReqID:</b> 0000013946		
							<b>Item Total for Line # 4</b>	<input type="text" value="\$556.50"/>
5-1	Retractable Duster. Color: TBD; Imprint: One Color; Size(s): 4" H x 1.25" Diameter. Item # CENPI-EIZHN	30901	037/78	150.0000	EA	\$3.00000	\$450.00	08/25/2023
							<b>Schedule Total</b>	<input type="text" value="\$450.00"/>
						<b>ReqID:</b> 0000013946		
							<b>Item Total for Line # 5</b>	<input type="text" value="\$450.00"/>
6-1	Tres Chic Business Card Case w/Mirror. Color: TBD; Imprint: One Color; Size(s): 3 5/8" W x 2 1/4" H x 7/16" D. Item # KEOKG-KAXRF	30901	037/78	100.0000	EA	\$5.06000	\$506.00	08/25/2023
							<b>Schedule Total</b>	<input type="text" value="\$506.00"/>
						<b>ReqID:</b> 0000013946		
							<b>Item Total for Line # 6</b>	<input type="text" value="\$506.00"/>
							<b>Total PO Amount</b>	<input type="text" value="\$2,449.00"/>

All Shipments, Shipping papers, invoices and correspondence must be identified with our Purchase Order Number. Over shipments will not be accepted

Authorized Signature  
*Richard Oballo*  
08/28/2023



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unless authorized by Purchaser prior to Shipment.

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Authorized Signature

*Richard Oballo*

08/28/2023