



Texas Department of Motor Vehicles
 Business Unit # 60800
 Purchase Order # 0000013659
 Purchase Order Change Notice (# 1)

Payment Terms: NET30 **Freight Terms:** PREPAY AND ADD See Detail Below **Ship Via:** **PCC:** 0 **PO Date:** 11/14/2023 **PO End Date:** 12/14/2023 **PO Method:** IA **Dispatch:** Dispatch Via Print **Rev Dt:** 12/13/2023

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

Vendor: TEXAS DEPARTMENT OF CRIMINAL JUSTICE (TD)
 PO BOX 99
 HUNTSVILLE TX 773420099
 United States

Ship To: 1P22 - San Antonio Region
 15150 Nacogdoches Rd., Ste. 100
 San Antonio TX 78247
 United States

Ship To Attention: Seberina Palomarez
Bill To: 4000 Jackson Avenue
 Austin TX 78731
 United States

Vendor ID: 3696696696 6 007

Purchaser: Daphne Free
Phone:
Fax:

Bill To Fax:

Email: daphne.free@txdmv.gov

Bill To Email: DMV_FIN-INVOICES@TxDMV.gov

PO Information:

Seberina Palomarez
 210-731-2151

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 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>.

Texas Department of Criminal Justice (TDCJ) and Texas Correctional Industries (TCI), a division of the TDCJ, Texas Government Code, Title 10, Subtitle D, Chapter 2155, Subchapter A, Sec. 2155.065 and Texas Government Code, Title 4, Subtitle G, Chapter 497, Subchapter A, Section 497.023 - 497.029)

Vendor Quote: 2409-008 (Richard Oballo) and FY24-0367(Daphne Free)

Authorized Signature

Daphne Free, CTED, CTM

12/13/2023



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TxDMV Contract Monitor:
 Seberina Palomarez
 (210) 731-2151
 seberina.palomarez@txdmv.gov
 San Antonio Regional Office

Vendor Contact:
 Contractor: TCI-Hobby Unit
 Contact Name: Don Moore/Customer Service
 Email: tci@tdcj.texas.gov
 Phone: (254) 883-1536

Ship to Comments:
 Return Address for the Envelopes:
 Texas Department of Motor Vehicles
 San Antonio Regional Service Center
 15150 Nacogdoches Road, Suite 100
 San Antonio, Texas 78247

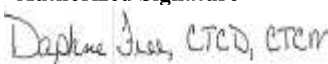
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 FY24-0272-Envelopes- TxDMV (DMV.. .pdf

Ship to Comments:
 2409-008DMV_business_card_quote10.23.DOCX

Ship to Comments:
 2409-008DMV_business_card_quote10.23.DOCX

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	DMV-0108 TxDMV Business Cards (Ashley Lopez) DMV-0108: 500/BOX, 1-SIDED	30101	966/07	2.0000	BOX	\$22.76000	\$45.52	11/14/2023
							Schedule Total	<input type="text" value="\$45.52"/>
							ReqID: 0000014202	
							Item Total for Line # 1	<input type="text" value="\$45.52"/>

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
2-1	DMV-0108 TxDMV Business Cards (Office) DMV-0108: 500/BOX, 1-SIDED	30101	966/07	3.0000	BOX	\$22.76000	\$68.28	11/14/2023
							Schedule Total	<input type="text" value="\$68.28"/>
							ReqID: 0000014202	
							Item Total for Line # 2	<input type="text" value="\$68.28"/>

Authorized Signature

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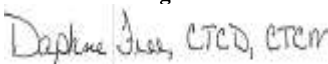
Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
3-1	NO.10-24# Envelope, No.10-24# WW, Virgin, Gum, DS, 4.125" X 9.5", Return Address	30101	966/31	10000.000 0	EA	\$0.04000	\$400.00	11/14/2023
							Schedule Total	<input type="text" value="\$400.00"/>
					ReqID: 0000014202			
							Item Total for Line # 3	<input type="text" value="\$400.00"/>

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
4-1	Freight Charges for business cards Requisition 14202	30101	962/86	1.0000	BND	\$11.54000	\$11.54	11/20/2023
							Schedule Total	<input type="text" value="\$11.54"/>
					ReqID: 0000014288			
							Item Total for Line # 4	<input type="text" value="\$11.54"/>

Total PO Amount

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

 12/13/2023