



Texas Department of Motor Vehicles  
 Business Unit # 60800  
 Purchase Order # 0000015639

**Payment Terms:** NET30    **Freight Terms:** FOB Destination    **Ship Via:** VNDR    **PCC:** E    **PO Date:** 02/13/2025    **PO End Date:** 02/28/2025    **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:** PERRY OFFICE PRODUCTS, INC.  
 DBA PERRY OFFICE PLUS  
 PO BOX 1200  
 TEMPLE TX 76503-1200  
 United States

**Ship To:** See Detail Below

**Ship To Attention:** Adale Jean Bishop

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

**Vendor ID:** 1742262229 4 003

**Purchaser:** Richard Emmanuel Oballo  
**Phone:** 512/465-4199  
**Fax:** 512/465-5641

**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.

Additionally, this Purchase Order is governed by the current TxDMV Contract Affirmations and TxDMV Contract Terms and Conditions, unless modified by Supplemental Conditions approved and provided by TxDMV. These documents can be found at: <http://www.txdmv.gov/contractors-vendors>. For the avoidance of doubt, unless expressly stated otherwise in this Purchase Order or a TxDMV signature document, in the event of a conflict, ambiguity, or inconsistency between or among any Purchase Order documents, all TxDMV documents take precedence over the Contractors documents, if any.

QUOTE: SO-1584076

TxDMV Contract Monitor:  
 Adale Bishop  
 Adale.Bishop@txdmv.gov  
 (512) 465-4067

Authorized Signature

02/13/2025



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Vendor Contact:  
 PERRY OFFICE Products- Michelle Sandoval  
 800-234-6605  
 Michelle.sandoval@perryop.com

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Portable External Laptop Monitor for Trinie De La Cruz	30101	204/60	1.0000	EA	\$286.99000	\$286.99	02/13/2025
<b>Ship To:</b> 1P02		<b>Delivery Instructions:</b>						
5715 I-27 Amarillo TX 79110 United States								
							<b>Schedule Total</b>	<input type="text" value="\$286.99"/>

**ReqID:**  
0000016235

Please deliver to Trinie De La Cruz at the Amarillo Regional Service Center, Texas Department of Motor Vehicles, 5715 Canyon Dr., Building H, Amarillo, TX 79110

**Item Total for Line # 1**

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
2-1	Portable External Laptop Monitor for Chuck Lee	30101	204/60	1.0000	EA	\$286.99000	\$286.99	02/13/2025
<b>Ship To:</b> 1P17		<b>Delivery Instructions:</b>						
4549 W. Loop 281 Longview TX 75604 United States								
							<b>Schedule Total</b>	<input type="text" value="\$286.99"/>

**ReqID:**  
0000016235

Please deliver to Chuck Lee at the Longview Regional Service Center, Texas Department of Motor Vehicles, 4549 W. Loop 281, Longview, TX 75604.

**Item Total for Line # 2**

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
3-1	Portable External Laptop Monitor for Angelica Rodriguez	30101	204/60	1.0000	EA	\$286.99000	\$286.99	02/13/2025
<b>Ship To:</b> 1P08		<b>Delivery Instructions:</b>						
1925 E. Beltline, Ste. 100 Carrollton TX 75006 United States								
							<b>Schedule Total</b>	<input type="text" value="\$286.99"/>

**ReqID:**  
0000016235

Please deliver to Angelica Rodriguez at the Dallas North Regional Service Center, Texas Department of Motor Vehicles, 1925 E Belt Line Rd Ste 100, Carrollton, TX 75006.

**Item Total for Line # 3**

Authorized Signature

*Richard Oballo*

02/13/2025



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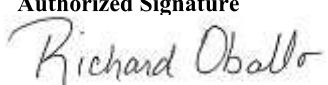
Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
4-1	Portable External Laptop Monitor for Sarah Balderas	30101	204/60	1.0000	EA	\$286.99000	\$286.99	02/13/2025
<b>Ship To:</b> 1P24		<b>Delivery Instructions:</b>						
2203 Austin Avenue Waco TX 76701 United States								
							<b>Schedule Total</b>	\$286.99
							<b>ReqID:</b> 0000016235	
Please deliver to Sarah Balderas at the Waco Regional Service Center, Texas Department of Motor Vehicles, 2203 Austin Avenue Waco, TX 76701-1624								
							<b>Item Total for Line # 4</b>	\$286.99

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
5-1	Portable External Laptop Monitors for VTR Strategic Group	28009	204/60	4.0000	EA	\$286.99000	\$1,147.96	02/13/2025
<b>Ship To:</b> 1P00		<b>Delivery Instructions:</b>						
4000 Jackson Avenue Austin TX 78731 United States								
							<b>Schedule Total</b>	\$1,147.96
							<b>ReqID:</b> 0000016235	
Please deliver to Maritza Ramirez, VTR Division at Austin HQ, 4000 Jackson Ave., Austin, TX 78731.								
							<b>Item Total for Line # 5</b>	\$1,147.96

**Total PO Amount** \$2,295.92

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  
  
 02/13/2025