



Texas Department of Motor Vehicles
Business Unit # 60800
Purchase Order # 0000002430

Page: 1 of 2

Payment Terms: **NET30** Freight Terms: **FOB Destination** Ship Via: **VNDR** PCC: **0** Date: **04/05/16** PO Method: **DG** Dispatch: **Dispatch** Rev Dt: **Via Email**

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

Vendor: TEXAS DEPARTMENT OF PUBLIC SAFETY
5805 N LAMAR BLVD
AUSTIN TX 787524431
United States

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

Vendor ID: 3405405405 0

Purchaser: Jeffrey S Kushaney
Phone: 512/465-4181
Fax: 512/465-5641
Email: Jeff.Kushaney@txdmv.gov

Bill To: 4000 Jackson Avenue
Austin TX 78731
United States

Fax:
Email: DMV_FIN-INVOICES@TxDMV.gov

PO Information:

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.

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).

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, which-ever is later.

Note: warrants will not be issued to a vendor without a current Texas Identification Number.
Council on Competitive Government (CCG)

TX Gov Code, Title 10, Subtitle D, Chapter 2162, Subchapter A, Sec 2162.1

Authorized Signature

Jeff Kushaney, CTP

04/05/2016



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Page: 2 of 2

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
1- 1	Envelope, Business Reply, #9, White Wove, 24#, Regular Rounded Gummed Flap, 500/Box Term of Service: From April 5, 2016 to May 13, 2016	966/31	5.0000	BOX	\$19.50	\$97.50	05/13/2016
						Schedule Total	<input type="text" value="\$97.50"/>
						ReqID: 0000002702	
TCS PR Envelopes						Item Total for Line # 1	<input type="text" value="\$97.50"/>

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

J. Kushaney, CTP

04/05/2016

From: [Wilcox, Daniel](#)
To: [Kushaney, Jeff](#)
Subject: RE: Quote Needed
Date: Wednesday, March 30, 2016 3:32:59 PM

Hi Jeff,

The No.9's are just slightly less expensive than the No.10's.
\$19.50 per box

\$97.50

Thanks
Dan

From: Kushaney, Jeff [mailto:Jeff.Kushaney@txdmv.gov]
Sent: Wednesday, March 30, 2016 11:45 AM
To: Reprographics
Cc: Wilcox, Daniel
Subject: Quote Needed

Good morning! Can you please provide a quote for five boxes (500/box) of the attached #9 business reply envelope? Thanks!

Jeff Kushaney || Purchaser
Finance and Administrative Services Division
Tell us how we're doing. Complete our [customer satisfaction survey](#)
E: Jeff.Kushaney@TxDMV.gov **O:** 512.465.4181 **F:** 512.465.5641



4000 Jackson Ave || Austin TX 78731 || www.TxDmv.gov



Inspection & Registration – Together at Last!
Visit www.TwoStepsOneSticker.com to learn more!