



Texas Department of Motor Vehicles
 Texas SmartBuy PO # 24198841
 Business Unit # 60800
 Purchase Order # 0000014456
 Purchase Order Change Notice (# 2)

Payment Terms: NET30 **Freight Terms:** FOB Destination **Ship Via:** VNDR **PCC:** X **PO Date:** 06/03/2024 **PO End Date:** 06/21/2024 **PO Method:** DG **Dispatch:** Dispatch Via Print **Rev Dt:** 06/14/2024
PLEASE NOTE: ADDITIONAL TERMS AND CONDITIONS MAY BE LISTED AT THE END OF THE PURCHASE ORDER.

Vendor: MONO MACHINES LLC
 DBA SUPPLY CHIMP
 228 PARK AVE S # 36842
 NEW YORK NY 10003-1502
 United States

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

Ship To Attention: Adale Jean Bishop
Bill To: 4000 Jackson Avenue
 Austin TX 78731
 United States

Vendor ID: 1263499518 2 004

Purchaser: Daphne Free
Phone:
Fax:

Bill To Fax:

Email: daphne.free@txdmv.gov

Bill To Email: DMV_FIN-INVOICES@TxDMV.gov

PO Information:

POCN #2--Daphne Free 06/14/2024
 Administrative Change--items not in stock.

POCN 1--Daphne Free 06 10 24 Administrative Change
 Vendor cannot ship to multiple addresses.

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.

Authorized Signature

Daphne Free, CTED, CTM

06/14/2024



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Deliveries to Wynne Unit

SPECIAL DELIVERY REQUIREMENTS:

Deliveries to the Wynne Unit must be made Monday through Friday between the hours of 6:30 AM and 10:30 AM. Deliveries will be made to a maximum-security prison. Vendors/Shippers must present a packing slip that will identify the contents of all incoming shipments. The following items will not be allowed on the unit during the delivery process: Phones, tobacco, extra clothing, any type of weapon (knives, firearms etc.). The driver will be able to turn these items over to the correctional officer staff while he/she performs the delivery. They will be returned upon departure from the facility. Also, there are lockers available at the local truck stops where items could be stored while the delivery is made. If there are any questions regarding delivery, please call Brad Beaty at (936) 295-3798.

This procurement is governed by the terms and conditions in TXMAS Contract Number TXMAS-24-61501.

TxDMV Contract Monitor:

Adale Bishop
 512-465-1323
 adale.bishop@txdmv.gov
 Camp Hubbard - Building 1

Vendor Contact:

Contractor: Mono Machines LLC dba Supply Chimp
 Contact Name: Marlene Lamsen
 Email: helpme@supplychimp.com
 Phone: (800) 592-1306
 Alternate Contact Name: Kris Colt
 Alternate Email: kris@supplychimp.com
 Address: 228 Park Ave S New York, NY 10003

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Lysol Disinfectant Spray, Spring Waterfall 19oz	30101	435/25	1.0000	CTN	\$152.02000	\$0.00	
								CANCEL
							Schedule Total	\$0.00

Lysol Disinfectant Spray, Spring Waterfall 19oz, 1 carton. Please have item delivered to Jennifer Robbins in Huntsville, Texas Department of Motor Vehicles, Attn: TAG PLANT Jennifer Robbins, 810 FM 2821 W, Huntsville, Texas 77349. SmartBuy image attached.

Item Total for Line # 1 \$0.00

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
2-1	Swingline Staples Cartridge, 30-Sheet Capacity, 5000/Box	30101	615/81	10.0000	BOX	\$12.41000	\$124.10	06/21/2024
							Schedule Total	\$124.10
					ReqID:			
					0000015075			

Swingline Staples Cartridge, 30-Sheet Capacity, 5000/Box. Please deliver to Jason Erickson. SmartBuy image attached.

Item Total for Line # 2 \$124.10

Authorized Signature

Daphne Jones, CTED, CTM

06/14/2024



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Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
3-1	Energizer En91 Industrial Alkaline Batteries, Aa, 24 Batteries /Box	30101	450/06	2.0000	BOX	\$10.87000	\$21.74	06/21/2024
							Schedule Total	<input type="text" value="\$21.74"/>
							ReqID:	
							0000015075	
Energizer En91 Industrial Alkaline Batteries, Aa, 24 Batteries /Box. Please deliver to Jason Erickson. SmartBuy image attached.								
							Item Total for Line # 3	<input type="text" value="\$21.74"/>

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
4-1	Gel Keyboard Wrist Rest, Blue	30101	207/60	1.0000	EA	\$19.33000	\$0.00	
							Schedule Total	<input type="text" value="\$0.00"/>
							CANCEL	
Gel Keyboard Wrist Rest, Blue. Please deliver to Tarsha Redd. SmartBuy image attached.								
							Item Total for Line # 4	<input type="text" value="\$0.00"/>

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
5-1	Duo Gel Wave Mouse Pad with Wrist Rest, Blue	30101	207/60	1.0000	EA	\$27.14000	\$0.00	
							Schedule Total	<input type="text" value="\$0.00"/>
							CANCEL	
Duo Gel Wave Mouse Pad with Wrist Rest, Blue. Please deliver to Tarsha Redd. SmartBuy image attached.								
							Item Total for Line # 5	<input type="text" value="\$0.00"/>

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
6-1	Hp 58 A Laserjet Pro M404 Black Toner 3000 Yield	30101	207/72	2.0000	EA	\$98.83000	\$197.66	06/21/2024
							Schedule Total	<input type="text" value="\$197.66"/>
							ReqID:	
							0000015075	
Hp 58 A Laserjet Pro M404 Black Toner 3000 Yield. Please deliver to Peter Carr. SmartBuy image attached.								
							Item Total for Line # 6	<input type="text" value="\$197.66"/>

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

 06/14/2024