



Texas Department of Insurance
Business Unit # 45400
Purchase Order # 17-0037
Purchase Order Change Notice (# 1)

Page: 1 of 2

Payment Terms: **NET30** Freight Terms: **FOB Destination** Ship Via: **VNDR** PCC: **C** Date: **09/01/16** PO Method: **TC** Dispatch: **Dispatch Via Print** Rev Dt: **07/25/16**

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

Vendor: DHL Mail Global
PO BOX 406222
ATLANTA GA 30384-6222
United States

Ship To: 2M0001 - Metro Office
7551 Metro Center Drive, Suite 100
Austin TX 78744
United States

Vendor ID: 1541427505 5

Bill To: Attn: Acctng - Mail Code 108-3A
P. O. Box 149104
Austin TX 78714-9104
United States

Purchaser: Frank Brown
Phone: 512/676-6148
Fax: 512/463-6159
Email: frank.brown@tdi.texas.gov

Fax:
Email: Invoices@tdi.texas.gov

PO Information:

This is a blanket purchase order to be used on an as needed basis.

CPA Term Contract - 915-M2

Term: 09/01/2016 - 08/31/2017

Vendor Contact:

Brian Spencer
512-745-7957 (317-455-2307)
brian.specncer1@dhl.com (bspencer@dhlglobalmail.com)

Contract Administrator - Andy Hurley - 512-676-6128

Contract Monitor - Michael Guerra - 512-676-6132

Certification. The terms of the contract are considered complete and payment can be made when the terms and conditions of the order have been met and the goods and/or services have been certified.

Invoicing. To ensure prompt payment, the vendor must include the following information on all invoices: (1) the above reference PO Number, (2) the above referenced Vendor ID No., and (3) any other relevant information that will confirm purchase. Failure to comply may delay payment process or cause invoice to be returned.

Authorized Signature

Frank C. Brown

07/25/2016



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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
1- 1	CPA Term Contract 915-M2 Parcel Mail Expedited Deliver Service for TDI-DWC Metro Mail Services Account # 5113391 Start Date: 9/1/16 End Date: 8/31/17	915/59	1.0000	YR	\$3,000.00	\$3,000.00	08/31/2017
						Schedule Total	<input type="text" value="\$3,000.00"/>
				<u>ReqID:</u> 0000016051			
						Item Total for Line # 1	<input type="text" value="\$3,000.00"/>
						Total PO Amount	<input type="text" value="\$3,000.00"/>

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.

The Purchase Order Terms and Conditions can be found at:
<http://www.tdi.texas.gov/general/aspurch.html>

Authorized Signature _____
Frank C. Brown

 07/25/2016