



**Texas Department of Insurance**  
**Business Unit # 45400**  
**Purchase Order # 17-0076**

Payment Terms: **NET30** Freight Terms: **FOB Destination** Ship Via: **VNDR** PCC: **E** Date: **08/17/16** 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:** Advanced Discovery Inc  
PO Box 3173  
Wichita KS 67201-3173  
United States

**Ship To:** 2F0032 - Cameron Rd - Warehouse  
7915 Cameron Road  
Austin TX 78754  
United States

**Vendor ID:** 1471377551 9

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

**Purchaser:** Andrea Toscano  
**Phone:** 512/676-6142  
**Fax:** 512/463-6159  
**Email:** andrea.toscano@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. Request will be made throughout the term of this contract. TDI will only pay for actual services requested and received. Services cannot exceed the amount of this purchase order without a signed purchase order revision being issued to the vendor. No quantities are guaranteed. The extended cost is an extended cost. TDI cannot and will not guarantee a minimum or maximum purchase. TDI will only order the amount needed to satisfy operating requirements. The vendor agrees not to provide any services and/or materials until instructions are received from TDI. This purchase order has been processed with an estimated amount and TDI will process invoices for the actual amount based on services that are rendered.

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

VENDOR CONTACT:  
Johnnie Graham  
jgraham@advanceddiscovery.com  
512-474-8411 office  
512-736-1937 cell

Authorized Signature

*Andrea Toscano*

**08/17/2016**



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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
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1- 1	Texas Star Document Services Blanket order for copy service for financial statements (turn-key) job CANNOT EXCEED \$ 600.00 TOTAL Effective 9/1/16-8/31/17	966/18	1.0000	EA	\$600.00	\$600.00	08/17/2016
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Schedule Total

ReqID:  
0000015890

No quantities are guaranteed, payment will be made for actual services performed at the following rates.

- 8-1/2 X 11, one sided \$0.20
- additional copies \$0.05
- 8-1/2 X 11, two sided \$0.40
- additional copies \$0.10
- 8-1/2 X 14, one sided \$0.20
- additional copies \$0.05
- 8-1/2 X 14, two sided \$0.40
- additional copies \$0.10

Miscellaneous services that are alike in nature and apply to copying may be requested if available. The total cost of these services will not exceed \$600 for the total contract and will need to be added to any award by a Revision to the Order prior to any service being performed.

COPY SERVICES to reproduce Financial Statements:

Black and white (no color)

The financial statements will have to be copied on glass and not fed through a feeder.

The financial statements are bound when picked up but to be clipped with black clips when they are returned

No hole punches are needed

Copies are made from the original Annual Statement (no CD's)

Vendor must pick up original masters from TDI/Austin within two (2) hours from time of notice; however, TDI may, in its discretion, provide longer notice. Delivery schedules will be indicated at time of pick up upon mutual agreement between TDI and Vendor. The vendor is to pick up and return the documents from Tower 3, 3rd Floor, Room 320D, Austin, Texas.

Index/Division 50542 is a special clearing account. Please cross reference PO #0152. Contact person Denise Wilson Ph. # 512-676-6464.

\*\*\*\*\*ALL COPIES ARE TO BE IN BLACK AND WHITE ONLY - ABSOLUTELY NO COLOR\*\*\*\*\*

Item Total for Line # 1

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.

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

**Authorized Signature**  
*Andrea Toscano*  
**08/17/2016**