



Texas Department of Insurance
Business Unit # 45400
Purchase Order # 17-0153
Purchase Order Change Notice (# 1)

Payment Terms: **NET30** Freight Terms: **FOB Destination** Ship Via: **VNDR** PCC: **D** Date: **08/29/16** PO Method: **DG** Dispatch: **Dispatch Via Print** Rev Dt: **08/29/16**

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

Vendor: AUSTIN TYPEWRITER INC
 DBA AUSTIN TYPEWRITER & COMPUTER COMPANY
 116 E HUNTLAND DR
 AUSTIN TX 787523702
 United States

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

Vendor ID: 1741955176 1

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

Purchaser: Michael Fuentes
Phone: 512/676-6145
Fax:
Email: Michael.Fuentes@tdi.texas.gov

Fax:
Email: Invoices@tdi.texas.gov

PO Information:

POCN#1, MF, 08/29/17 Added lines 6 through 10 to cover the CFOI fax for 11 months of FY 2017 10/1/16 to 8/31/17

Reference vendor response to TDI Pricing Request No. 15-SAV-13462 with a due date of 8/15/15.

Vendor, Austin Typewriter Computer to provide office equipment preventative maintenance service to TDI. Preventative maintenance service coverage to include all parts, travel and labor as well as phone support to keep machine in proper working condition for contract period. Also includes one scheduled maintenance and cleaning visit during the contract period, to be scheduled by TDI representative. EXCLUDES: Consumables (toner, drums and transfer belt).

Service to be performed during regular business hours between 8:00 am to 5:00 pm, Monday through Friday.

Service Period: September 1, 2016 through August 31, 2017

Renewal Options per pricing request number 15-SAV-13462:

- 1) 9/1/2016 - 8/31/2017(This term agreement)
- 2) 9/1/2017 - 8/31/2018

Vendor Contact:

Stafford O'Neal, 512-454-2688, stafford@atc1.com

TDI Contacts:

Contract Administrator: Karen Puckett, 512-804-5020, karen.puckett@tdi.texas.gov
 Contract Monitor: Deborah Jones, 512-804-4651, deborah.jones@tdi.texas.gov

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.

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.

Authorized Signature

Michael Fuentes, CTPM

08/29/2016



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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
1- 1	Extended preventive maintenance for: HP Color Laser Jet 5500 dtn Serial No: JPFK002641 Contract Period: 9/1/2016 to 9/30/2016	939/72	1.0000	EA	\$33.25	\$33.25	08/29/2016
						Schedule Total	<input type="text" value="\$33.25"/>
						ReqID: 0000016090	
						Item Total for Line # 1	<input type="text" value="\$33.25"/>
2- 1	Extended preventive maintenance for: HP Laser Jet 9050; Black and white with additional 2000 sheet input tray. Serial No: JPRC99PODT Contract Period: 9/1/2016 to 9/30/2016	939/72	1.0000	EA	\$20.75	\$20.75	08/29/2016
						Schedule Total	<input type="text" value="\$20.75"/>
						ReqID: 0000016090	
						Item Total for Line # 2	<input type="text" value="\$20.75"/>

Authorized Signature

Melinda J. ..., CTPM

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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
3- 1	Extended preventive maintenance for: Canon Laser Class 810 Fax Machine w/additional 500 sheet paper tray Serial No: GVM04343 Contract Period: 9/1/2016 to 9/30/2016	939/72	1.0000	EA	\$20.75	\$20.75	08/29/2016
						Schedule Total	<input type="text" value="\$20.75"/>
						<u>ReqID:</u> 0000016090	
						Item Total for Line # 3	<input type="text" value="\$20.75"/>
4- 1	Extended preventive maintenance for: Canon Laser Class 810 Fax Machine Serial No: GVM04342 Contract Period: 9/1/2016 to 9/30/2016	939/72	1.0000	EA	\$20.75	\$20.75	08/29/2016
						Schedule Total	<input type="text" value="\$20.75"/>
						<u>ReqID:</u> 0000016090	
						Item Total for Line # 4	<input type="text" value="\$20.75"/>

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Melinda D. [Signature], CTPM

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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
5- 1	Extended preventive maintenance for: Cannon Laser Class 810 Fax Machine with additional 500-sheet paper cassette Serial No: GVM04332 Contract Period: 9/1/2016 to 9/30/2016.	939/72	1.0000	EA	\$20.75	\$20.75	09/01/2016
						Schedule Total	<input type="text" value="\$20.75"/>
						ReqID: 0000016088	
						Item Total for Line # 5	<input type="text" value="\$20.75"/>
6- 1	Extended preventive maintenance for: HP Color Laser Jet 5500dtn Serial No: JPFK002641 Contract period: 10/1/2016 to 8/31/2017	939/72	1.0000	EA	365.75000 \$	365.750 \$	09/01/2016
						Schedule Total	<input type="text" value="\$365.75"/>
						ReqID: 0000016105	
						Item Total for Line # 6	<input type="text" value="\$365.75"/>

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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
7- 1	Extended preventive maintenance for: HP Laser Jet 9050, black and white with additional 2000 sheet input paper tray Serial No: JPRC99P0DT Contract period: 10/1/2016 to 8/31/2017	939/72	1.0000	EA	365.75000 \$	365.750 \$	08/29/2016
						Schedule Total	365.75
						ReqID: 0000016105	
						Item Total for Line # 7	365.75
8- 1	Extended preventive maintenance for: Canon Laser Class 810 fax machine with additional 500 sheet paper tray Serial No: GVM04343 Contract period: 10/1/2016 to 8/31/2017	939/72	1.0000	EA	228.25000 \$	228.250 \$	08/29/2016
						Schedule Total	228.25
						ReqID: 0000016105	
						Item Total for Line # 8	228.25

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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
9- 1	Extended preventive maintenance for: Canon Laser Class 810 fax machine Serial No: GVM04342 Contract period: 10/1/2016 to 8/31/2017	939/72	1.0000	EA	228.25000 \$	228.250 \$	08/29/2016
						Schedule Total	<input type="text" value="\$228.25"/>
						ReqID: 0000016105	
						Item Total for Line # 9	<input type="text" value="\$228.25"/>
10- 1	Extended preventive maintenance for: Canon Laxer Class 810 fax machine with additional 500 sheet paper cassette Serial No: GVM04332 Contract period: 10/1/2016 to 8/31/2017	939/72	1.0000	EA	228.25000 \$	228.250 \$	09/01/2016
						Schedule Total	<input type="text" value="\$228.25"/>
						ReqID: 0000016100	
						Item Total for Line # 10	<input type="text" value="\$228.25"/>
						Total PO Amount	<input type="text" value="\$1,532.50"/>

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

08/29/2016

Authorized Signature

Michael J. Dwyer, CTPM

08/29/2016