



**Office of Consumer Credit Commissioner**  
 2601 North Lamar Boulevard  
 Austin, TX 78705-4207  
 Purchase Request Form

Directions: Use this form to request items not already available through supply. Requestor should complete and sign the form and forward it to their supervisor. Upon supervisor approval, the form will be forwarded to the chief accountant. Upon approval by the chief accountant, the form will be forwarded to the purchaser. A request may be denied at any level. The requestor may ask to receive a copy of the completed form showing the purchase order number and date of issue.

Recommended Vendor


Brightleaf Group, Inc.

Address: 7000 N Mopac Expwy, Ste 200 Phone: 512-795-8900  
Austin TX 78731 Fax: 512-795-8907


Class	Item	Product number and/or brief description	Quantity	Cost per unit	Extension
915	96	Maintenance support, 1 yr	12	\$2,230.00	\$ 26,760.00
					\$ -
					\$ -
					\$ -
<b>Total</b>					<b>\$ 26,760.00</b>

Reason for request: For complete FY24, website <http://occc.texas.gov>

**Detail Description (REQUIRED if not indicated above):** DIR-CPO-5193 PCA All

Requestor: Thomas White  Date: 10/10/23  
 Department: IT Phone: 512-936-7650

**Approval**

Department Supervisor: \_\_\_\_\_ Date: \_\_\_\_\_  
 Accounting Manager: \_\_\_\_\_ Date: \_\_\_\_\_  
 Purchaser: Alexandra Jones  Date: \_\_\_\_\_  
 PO Number Issued: 24-035 Date: 10/11/2023  
 PCC Code: I

Accounting Only: Comp Objt: 7275 **AY:** 2024