



**OFFICE OF THE CHIEF PROCUREMENT OFFICER
COUNTY OF COOK**

118 NORTH CLARK ST. ROOM 1018
CHICAGO, ILLINOIS 60602-1375
(312) 603-5370

THIS PURCHASE ORDER NUMBER
MUST APPEAR ON ALL PACKAGES,
INVOICES, SHIPPING PAPERS AND
DROP SHIPMENTS

PURCHASE ORDERED ISSUED TO
1106834

Sebis Direct Inc
6516 W 74th Street
Bedford Park IL 60638

DATE
6/9/2015
F.O.B. POINT

PURCHASE ORDER NO.
190377 - 000- OP
REQUISITION NO.
00115851 OR

COOK COUNTY FEIN: 36-6006541
ILLINOIS SALES TAX EXEMPT: E-9998-2013-04
FEDERAL EXCISE TAX EXEMPT CERT: 36-75-D038K

SHIP TO Revenue
C C Bldg 118 N Clark St Rm 1160
Chicago IL 60602-1304

DELIVERY INSTRUCTIONS
Joyce M. Steele 312-603-
5721

DEPT NO 0071371	Page 1 of 1
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LINE	FURNISH THE FOLLOWING SUPPLIES AND/OR SERVICE	QUANTITY/ UOM	UNIT PRICE	EXTENDED PRICE	ACCOUNT NUMBER
1.00	ANNUAL TAX NOTICE TO PRINT, PREP AND STUFF TO INCLUDE INVOICES, COVER LETTERS, SCHEDULES AND SHIPPING AND HANDLING CONTRACT PERIOD: JUNE 26, 2015 - JUNE 25, 2016 WITH TWO (2) ONE-YEAR RENEWAL OPTIONS AMOUNT AUTHORIZED: \$4,472.32 ***** AMOUNT ENCUMBERED ON THIS P.O.: \$4,472.32 ***** BALANCE ON THIS PO	.00 LO	.0000	4,472.32	1000.300359
***** Total Order *****				4,472.32	

NOTE: VENDOR AGREES NOT TO EXCEED THE QUANTITY OR DOLLAR AMOUNT OF THIS ORDER WITHOUT WRITTEN AUTHORIZATION FROM THE CHIEF PROCUREMENT OFFICER

RECEIPT CERTIFICATION (FOR DEPARTMENT USE ONLY)

I hereby certify that I have received the goods/services reflected above and that the items referenced are in full conformity with the purchase order/contract.

Authorized Signature: _____

Date: _____

I hereby certify that this purchase is in agreement with the requisition on file authorizing the expenditure and is properly approved.

CHIEF PROCUREMENT OFFICER

Date: _____

John E. M. 24 June 2015

CP

Purchase Requisition
Office of the Purchasing Agent
Cook County of Illinois

Purchase Order Number

[Empty box for Purchase Order Number]

Requisition # OR 115851

Contract # 1430-14245

Open Date

Ship To: 8000888
Revenue
C C Bldg 118 N Clark St Rm 116
Chicago IL 60602-1304

Delivery Instructions:
Joyce M. Seale
312-603-5721

Supplier: 299999

TEAM LEAD MAILBOX

Buyer Number 724149 Supervisor 80
Bid/Side Src Code NCR
Business Unit 0071371
Internal Req Number 007141
Board App Date & Item 11/7/2014
Requisition Date 11/7/2014
Date Needed 11/7/2014

One Time Purchase Yes No Covers Need for months. Specific Period of time thru

Prior Contract No.

Expiration Date

Emergency No.

Line # Commodity Description

Bal on Hand

Quantity UOM

Est. Unit Cost

Extended Cost

Business Unit and Object Account

1.000 961

Scanline for Annual Tax Notice

Printing, folding, stuffing

< >

1.00 LO

8,000.0000

8,000.00

0071371.520495

Total of Items Ordered

8,000.00

CERTIFICATION

I hereby certify that the items and/or services above are necessary to this department (or institution) and that the dept. no., account & activity numbers indicated above accurately reflect the specific line item budget appropriation approved by the Board of County Commissioners and there is a sufficient unencumbered balance in the account to grant same.

CCA

APPROVED BUDGETARY ACCOUNT

PURCHASING USE ONLY

REQUISITIONER

BUREAU DEPARTMENT HEAD

ACCT #

DATE

BY

John J. M. Zahra
CCA