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.

DATE
4/9/2014
F.O.B. POINT

PURCHASE ORDER NO.
188198 - 000- OP

REQUISITION NO.
00112648 OR

PURCHASE ORDERED ISSUED TO
839063
The Office Leader
199 LEE AVE #134
Brooklyn NY 11211

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

SHIP TO Juvenile Probation Department
1100 S. Hamilton, Rm C042JW
Chicago IL 60612

DELIVERY INSTRUCTIONS
Dawn Gottfried 312-433-6700

DEPT NO	
3260767	Page 1 of 1

LINE	FURNISH THE FOLLOWING SUPPLIES AND/OR SERVICE	QUANTITY/ UOM	UNIT PRICE	EXTENDED PRICE	ACCOUNT NUMBER
1.00	BASYX HON high back chair model # HVL531 BASYX by HON high back upholstered seat work chair high back pneumatic height adjustment swivel seat tilt, tension, and tilit lock breathable mesh back black frame height adjustbale arms manuf # HVL531 or similiar model	40.00 EA	117.0000	4,680.00	3260767.520480
2.00	ICEBERG stacking chairs model # E464011 ICEBERG rough 'N' ready stacking chairs powder tubular steel polyethylene seat and back are dent and scratch resistant non marring feet 4 chairs per carton support up to 250 lbs. stackable color black manuf # E434011 or similiar model	13.00 CO	107.0000	1,391.00	3260767.520480
3.00	BASYX HON guest chair model # BSXVL443VC10 BASYX by HON guest chair thick padded seat and back polyurethane coated arms durable and strong base and frame sled base black fabric manuf # BSXVL443VC10 or similiar model **Inside delivery on all items Internal Req # 43260005	30.00 EA	70.0000	2,100.00	3260767.520480
	*******	Total Order	*******	8,171.00	

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:**
10 April 2014

Report: R56REQ2

Purchase Requisition

Office of the Purchasing Agent

Cook County of Illinois

Purchase Order Number 188198

Requisition # OR 112648 Contract # 1481-13507 Open Date 3/21

Buyer Number 299999 TEAM LEAD MAILBOX
Bid/Sole Src Code NCR
Business Unit 3260767
Internal Req Number 43260005
Board Apr Date & Item
Requisition Date 2/19/2014
Date Needed 2/19/2014

Ship To: 461943 Juvenile Probation Department
1100 S. Hamilton, Rm C042JW
Chicago IL 60612

Delivery Instructions:
Dawn Gottfried
312-433-6700
+33 6700

Supplier: 299999 TEAM LEAD MAILBOX

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	425	BASYX HON high back chair model # HVL531 BASYX by HON high back upholstered seat work chair high back pneumatic heigt adjustment swivel seat tilt, tension, and tilt lock breathable mesh back black frame height adjustbale arms manuf # HVL531 or similiar model	< >	40.00	EA	200.0000	8,000.00	3260767.520420
2.000	425	ICEBURG stacking chairs model # E464011 ICEBERG rough 'N' ready stacking chairs poweder caoted tubular steel polyethylene seat and back are dent and scratch resistant non marring feet 4 chairs per carton support up to 250 lbs. stackable color black manuf # E434011 or similiar model	< >	13.00	CO	340.0000	4,420.00	3260767.520460
3.000	425	BASYX HON guest chair model # BSXVL443VC10	< >	30.00	EA	180.0000	5,400.00	3260767.520460

DO HAVE LOADING DOCK
BUT WANT INSIDE DELIVERY
CONCORD LEVEL
SAME LEVEL WITH THE DOCK

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.

REQUISITIONER

BUREAU or DEPARTMENT HEAD

CCA

APPROVED BUDGETARY ACCOUNT

ACCT # _____

DATE _____ BY _____

PURCHASING USE ONLY

Report: R58REQ2

Purchase Requisition

Office of the Purchasing Agent

Cook County of Illinois

Purchase Order Number

Requisition # OR 112648 Contract #

Open Date

Buyer Number 299999 TEAM LEAD MAILBOX
Bid/Sole Src Code NCR
Business Unit 3260787
Internal Req Number 43260005
Board Apr Date & Item
Requisition Date 2/19/2014
Date Needed 2/19/2014

Ship To: 461943 Juvenile Probation Department
1100 S. Hamilton, Rm C042JW
Chicago IL 60612

Delivery Instructions:
Dawn Gottfried
312-433-6700

Supplier: 299999 TEAM LEAD MAILBOX

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
	BASYX by HON guest chair thick padded seat and back polyurethane coated arms durable and strong base and frame sled base black fabric manuf # BSXVL443VC10 or similar model **Inside delivery on all items Internal Req # 43260005						

Total of Items Ordered 17,820.00

Recommended Supplier List:

A/B Number	Supplier Name
77025	Office Equipment Sales
82061	Warehouse Direct Inc
98439	Office Depot

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.

REQUISITIONER

BUREAU or DEPARTMENT HEAD

CCA

APPROVED BUDGETARY ACCOUNT

ACCT # _____

DATE _____ BY _____

PURCHASING USE ONLY