



**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  
93884

Trademark Products Inc  
1016 Bonaventure Drive  
Elk Grove Village IL 60007

DATE  
10/2/2015  
F.O.B. POINT

PURCHASE ORDER NO.  
**193255 - 000- OP**  
REQUISITION NO.  
00120090 OR

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

**SHIP TO** Clerk of the Circuit Court -Crt Op/Admi  
Richard J Daley Center  
50 W Washington St Rm 1003  
Chicago IL 60602

**DELIVERY INSTRUCTIONS**  
PRISCILLA THOMAS 312.603.5863  
69 W. WASHINGTON - ROOM 2500

DEPT NO	Page 1 of 1
3350766	

LINE	FURNISH THE FOLLOWING SUPPLIES AND/OR SERVICE	QUANTITY/ UOM	UNIT PRICE	EXTENDED PRICE	ACCOUNT NUMBER
1.00	CONTRACT No.1581-14853 REPAIR OF HAND STAMPS (COSCO, IDEAL, PSI, AND BATES NUMBERING HAND STAMPS) CONTRACT PERIOD: NOVEMBER 1, 2015 TO OCTOBER 31, 2018 AMOUNT AUTHORIZED: \$ 18,450.00 *** VENDOR MUST ADHERE TO THE COUNTY'S GENERAL CONDITIONS ATTACHED HERETO. *** PRICE ALSO INCLUDES PICK-UP AND DELIVERY CHARGES. *** MUST BE INSIDE DELIVERY PICK-UP AND DROP-OFF LOCATION: CLERK OF THE CIRCUIT COURT 69 WEST WASHINGTON, ROOM 2500 CHICAGO, ILLINOIS 60602	180.00 HR	15.0000	2,700.00	3350766.540140
2.00	REPLACEMENT PARTS All parts are to be billed at the contractor's actual cost. The contractor shall purchase parts only after the consent of the Office of the Clerk of the Circuit Court. The contractor shall submit a copy of the original purchase invoice with their invoice to the County for payment. The original invoice must show the original purchase price and model and serial number of the parts purchased The total amount for parts \$15,750.00 *** AMOUNT ENCUMBERED ON THIS P.O. \$ 5,400.00 BALANCE TO FOLLOW	.00 JB	.0000	2,700.00	3350766.540140
***** Total Order *****				5,400.00	

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:

*John E. Miller* 29 October 2015

*[Handwritten initials]*

Purchase Requisition  
Office of the Purchasing Agent  
Cook County of Illinois

Purchase Order Number  
193245

Requisition # OR 120090

Contract # 1581-14853

Open Date 8/21/15

Ship To: 8000083

Clerk of the Circuit Court - Cr  
Richard J. Daley Center  
50 W Washington St Rm 1  
Chicago IL 60602

Delivery Instructions:

PRISCILLA THOMAS 312.603.5863  
69 W. WASHINGTON - ROOM 2500

Supplier: 83884

Trademark Products Inc  
1016 Bonaventure Drive  
Elk Grove Village IL 60007

Buyer Number 724149 Supervisor 80  
Bid/Sole Src Code NCR  
Business Unit 3350766  
Internal Req Number 53350047  
Board App Date & Item 7/14/2015  
Requisition Date 7/14/2015  
Date Needed 7/14/2015

One Time Purchase Yes No Covers Need for months. Specific Period of time thru Prior Contract No. Expiration Date Emergency No.

Line # 1.000 928 Commodity Description REPAIR OF HAND STAMPS

ONE (1) YEAR CONTRACT WITH A TWO (2) ONE (1) YEAR RENEWAL OPTION FOR THE REPAIR OF COSCO, IDEAL, PSI, AND BATES NUMBERING HAND STAMPS.

PRICE INCLUDES LABOR AND ALL REPAIRS OF BANDS, AND PAD REPLACEMENTS, ETC.  
PRICE ALSO INCLUDES PICK-UP AND DELIVERY CHARGES.

CONTRACT AMOUNT: \$14,000.00  
CONTRACT PERIOD: AUGUST 1, 2015 THROUGH JULY 31, 16  
AMOUNT ENCUMBERED ON THIS P.O. \$6,000.00  
REMAINING BALANCE TO FOLLOW ON SEPARATE P.O.

MUST BE INSIDE DELIVERY  
PICK-UP AND DROP-OFF LOCATION:  
CLERK OF THE CIRCUIT COURT  
69 WEST WASHINGTON, ROOM 2500  
CHICAGO, ILLINOIS 60602  
REQUISITION # 53350047

Total of Items Ordered 6,000.00

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 or DEPARTMENT HEAD

*Michael Russo 7/14/15*

ACCT # \_\_\_\_\_  
DATE \_\_\_\_\_ BY \_\_\_\_\_

OR 11/11/15

#2107

Q INCE