



**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
1104108

Twomaytoz Inc
814 North Blvd
Oak Park IL 60801

DATE
2/18/2016
F.O.B. POINT

PURCHASE ORDER NO.
194506 - 000- OP
REQUISITION NO.
00122664 OR

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

SHIP TO Office of the President
Cook County Building
118 N. Clark Street RM 537
Chicago IL 60602-1304

DELIVERY INSTRUCTIONS

Alexandra Ensign
312.603.2827

DEPT NO	
0101357	Page 1 of 2

LINE	FURNISH THE FOLLOWING SUPPLIES AND/OR SERVICE	QUANTITY/ UOM	UNIT PRICE	EXTENDED PRICE	ACCOUNT NUMBER	
1.00	<p>As per Contract No. 1626-15309 Description</p> <p>Catering Services</p> <p>A. Breakfast Buffet Style Continental Breakfast for 250 people to include the following:</p> <ul style="list-style-type: none"> •Seasonal fresh fruit display •Assorted quiche slices to include bacon and spinach quiche •French toast sticks •Assorted mini muffins, Danish, and croissants •Assorted bagels and tea breads •Whipped butter, assorted jellies, cream cheese, and maple syrup •Orange juice, grapefruit juice, and apple juice •Freshly brewed regular and decaffeinated coffee, assortment of teas with hot water, lemon wedges, cream, sugar, Sweet and Low and Equal •Hot Chocofate *** <p>B. Accessories to be provided by the vendor are as follows:</p> <ul style="list-style-type: none"> •All serving equipment •Disposable ware - plates, flatware, cups, napkins •Kitchen equipment •25 table number stands *** <p>C. Personnel</p> <ul style="list-style-type: none"> •4 wait staff •1 porter *** <p>D. Linens</p> <ul style="list-style-type: none"> •(25) 120" Round Ivory Linen Table Cloths •(10) 72" x 120" Ivory Linen Table Cloths (Banquets) •(10) Ivory Linen Table Skirts (Banquets) *** <p>All catering companies that are contracted for private events at DCASE venues must hold a current</p>	.00	LO	.0000	4,150.00	0101357.521300

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 G. M. 22 February 2016



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LINE	FURNISH THE FOLLOWING SUPPLIES AND/OR SERVICE	QUANTITY/ UOM	UNIT PRICE	EXTENDED PRICE	ACCOUNT NUMBER
	<p>off-premise city of Chicago catering/liquor license or the equivalent off-premise City of Chicago certificate of registration.</p> <p>Alcohol beverages may be served, but not sold.</p> <p>Cook County, Description Cash bars are strictly prohibited.</p> <p>All contracted catering companies must add the City of Chicago, Department of Cultural Affairs and Special Events, MB Real Estate Services Inc., and their respective officers, employees and agents as additionally Insured for general liability for \$2,000,000.00.</p> <p>The client agrees to obtain all necessary licenses and permits, and to comply with all laws when hosting a private event, including those related to serving alcohol. Non-compliance shall result in the immediate cancellation or termination of the event, without any liability on the part of the city of Chicago. All catering companies must comply with DCASE catering rules and regulations.</p> <p>No butane, propane charcoal or flammable fuels are allowed in any DCASE venues.</p> <p>If needed, catering companies may utilize the loading dock areas with this type of equipment, with prior approval by the DCASE venue staff. All catering companies agree to load-in, clean and unload in accordance with DCASE rules and regulations. Catering is procured by and acting on behalf of the client.</p> <p>All caterers shall be responsible for the set-up and breakdown of all their own equipment and food preparation stations on the day of the event.</p> <p>Delivery and set-up location: Chicago Cultural Center 78 East Washington Chicago, IL 60602</p> <p>Event will be on Thursday, March 3, 2016 from 8:00 a.m. to 10:00 a.m. Set up time: 6:30 a.m.</p>				
		*****	Total Order	*****	4,150.00