



**OFFICE OF THE PURCHASING AGENT**

**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  
 833021

INDI ENTERPRISES  
 535 Chippewa Trails  
 Carol Stream IL 60188

DATE  
 4/5/2012  
 F.O.B. POINT

PURCHASE ORDER NO.  
**180874 - 000- OP**  
 REQUISITION NO.  
 00100682 OR

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

**SHIP TO** Highways - Admin. & Tech. Reproduction  
 Cook County Administration Offices  
 69 W. Washington Street RM2235  
 Chicago IL 60602-3007

**DELIVERY INSTRUCTIONS**

DEPT NO	
5001389	Page 1 of 1

LINE	FURNISH THE FOLLOWING SUPPLIES AND/OR SERVICE	QUANTITY/ UOM	UNIT PRICE	EXTENDED PRICE	ACCOUNT NUMBER
1.00	36" X 500' Engineering Plotter Weight: 20 LB Color: White Core Size: 3" Packaging: 2 Rolls per Carton Contract Term: One Year from the Award Date Delivery: Must be able to store paper and delivered as needed at the Department's request Delivery Location: Cook County Highway Department 69 West Washington Street, Suite 2235 Chicago, Illinois 60602 Do Not Substitute	120.00 CO	26.8900	3,226.80	5001389.530705
***** Total Order *****				3,226.80	

NOTE: VENDOR AGREES NOT TO EXCEED THE QUANTITY OR DOLLAR AMOUNT OF THIS ORDER WITHOUT WRITTEN AUTHORIZATION FROM THE PURCHASING AGENT

**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.

PURCHASING AGENT

Date:

*Maria de la Cruz*  
 4/6/12

# Purchase Requisition

Purchase Order Number

## Office of the Purchasing Agent

Cook County of Illinois

Requisition # **OR 100682** Contract #

Open Date

Ship To: 8000432 Highways - Admin. & Tech. Repr  
Cook County Administration Off  
69 W. Washington Street  
Chicago IL 60602-3007

Delivery Instructions:

Supplier: 2999999

TEAM LEAD MAILBOX

Buyer Number 724151 Supervisor 50  
Bid/Sole Src Code QSP  
Business Unit 5001389  
Internal Req Number 115003314  
Board Apr Date & Item 11/30/2011  
Requisition Date 11/30/2011  
Date Needed 11/30/2011

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

Recommended Supplier List:

A/B Number

Supplier Name

77481 Tribune Products Co  
743676 Charrette LLC

### 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

ACCT #

DATE BY



RETURN THIS QUOTATION TO:  
**OFFICE OF THE PURCHASING AGENT**  
**COUNTY OF COOK**

118 NORTH CLARK ST. ROOM 1018 CHICAGO, ILLINOIS 60602-1375  
 SEALED BIDS FOR THE FOLLOWING SUPPLIES AND/OR SERVICES  
 WILL BE ACCEPTED AT THIS OFFICE UP TO 10:00 A.M.

**QUOTATION**  
 This is not an order - submit all quotations on this form.

DATE 3/13/2012	BUYER BEARD, BRENDA	BUYER PHONE 312 6035383	ORDER NO. 100682 OR	RESPOND BY 3/30/2012	Quotes must be in Bid Box by 10:00 A.M.	Page 1 of 1
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Vendor Address

INDI ENTERPRISE, INC  
535 CHIPPEWA TRAIL  
CAROL STREAM, IL-60158

Product Delivery Point

Highways - Admin. & Tech. Reproduction  
 Cook County Administration Offices  
 69 W. Washington Street RM2235  
 Chicago IL 60602-3007

TERMS AND CONDITIONS

Acceptance: If this bid is accepted by the County within 30 days from date of opening, bidder offers and agrees to furnish any or all of the items upon which prices are quoted, at the price and delivery time stated, subject to all terms and conditions endorsed hereon.

Bidding: The right is reserved to reject any and all bids; to waive a formality in bids; to award by item or class. Bidders cannot limit the acceptance of bid to less than 30 days.

Errors in Bid: Bidders are cautioned to verify their bids before submission. No bid may be withdrawn or changed after it has been opened. In case of error in extension, unit price will govern.

Deliveries: Bid price must reflect any delivery charges to point designated. Title is to pass at delivery point.

Taxes: Materials and services purchased by Cook County are exempt from Federal Excise Tax by virtue of exemption certificate #36-75-0038K, from Illinois Retailers' Occupation Tax, Municipal Retailers' Occupation Tax and all Service Taxes.

In General: The prices quoted herein shall agree with all Federal Laws and Regulations.

Brand Names: Where brand names, model or part numbers are employed in the description, it is not intended that they are restrictive. Where a bidder proposes an "or equal", bidder shall fully describe the item proposed.

DELIVERY IN WORKING DAYS 10-15 DAYS FROM  
 PHONE NUMBER 630-462-6980  
 SIGNED BY N. Gandhi  
 (PLEASE PRINT) NARESH GANDHI

INSTRUCTIONS ON MARKING BID ENVELOPE

Before returning bid, mark the envelope in which the bid will be enclosed with the following information: Order Number, Date and Time bid is to be opened. Mark envelope "BID". Vendor is responsible for having quotation in bid box before bid opening date and time.

DESCRIPTION	QUANTITY ORDERED	UNIT OF MEASURE	UNIT PRICE	EXTENDED PRICE
36" X 500' Engineering Plotter Core Paper Weight: 20 LB Color: White Core Size: 3" Packaging: 2 Rolls per Carton Contract Term: One Year from the Award Date Delivery: Must be able to store paper and delivered as needed at the Department's request Delivery Location: Cook County Highway Department 69 West Washington Street, Suite 2235 Chicago, Illinois 60602 Do Not Substitute	120.00	CO	\$26 <sup>89</sup> / <sub>XX</sub> /EACH.	\$3,226.80.
			MIN ORDER 5 BOX (10 ROLLS)/EACH TIME. FOR FREE SHIPMENT	
OFFICE USE ONLY PURCHASE ORDER #	ADDITIONAL TERMS ON REVERSE SIDE		FOB DELIVERED GROUND SHIPPING	TOTAL \$3226.80.



PRELIMINARY BID TABULATION

PROJECT NAME: ENGINEERING PLOTTER CORE PAPER

CONTRACT No.: Q-100682-OR

DUE DATE: MARCH 30, 2012 AT 10:00 A.M.

CONTRACT NEGOTIATOR: BRENDA BEARD

Name of Bidder	Total Bid Price
Booms Elmhurst, IL	\$ 9,600.00
Master Graphics, Inc., Rolling Meadows, IL	\$ 16,37.20
Point of Sales Supply, LLC, Lake Havasu City, AZ	\$ 16,358.80
Todi Enterprise Inc., Carol Stream, IL	\$ 3,226.80
American Reprographics, Company, Addison, IL	\$ 5,250.80
Quality Paper Packaging, Inc., Barrlett, IL	\$ 5092.80
Worlds Printing, Chicago, IL	\$ 7,646.40
County of Cook	Office of the Chief Procurement Officer
Toni Preckwinkle, President	Maria de Lourdes Coss, Chief Procurement Officer

Note: Bids are subject to review for completeness, accuracy, and compliance with all terms and conditions provided in the bid specifications.





ITEM #	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE	VENDOR #7: AMERICAN REPROGRAPHICS														
1	36" X 500" Engineering Plotter Core Paper Weight: 20lbs. Color: White Core Size 3" Packaging: 2 Rolls per Carton Contract Term: One Year from the award date Delivery: Must be albe to store paper and delivered as needed at the department's request.	120.00	CO	\$42.09	\$10,391.40															
					\$10,391.40															
NOTE: Indi Enterprise, Inc.: FOB Delivered ground shipping. Min order 5 box (10 rolls) for free shipment each time.																				