



**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
76389

Fraser Div Indexing & Equipment
8929 South Octavia Ave.
Bridgeview IL 60455

DATE
11/29/2012
F.O.B. POINT

PURCHASE ORDER NO.
183650 - 000- OP
REQUISITION NO.
00103844 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 Warehouse
1120 E 89th St
Chicago IL 60619

DELIVERY INSTRUCTIONS
69 W. WASHINGTON, STE. 2500
COMAKIYA SMITH 312-603-5123

DEPT NO	
5290567	Page 1 of 3

LINE	FURNISH THE FOLLOWING SUPPLIES AND/OR SERVICE	QUANTITY/ UOM	UNIT PRICE	EXTENDED PRICE	ACCOUNT NUMBER
1.00	<p>OUTCARDS W/SIDE TAB 12.75" W x 9"H OVER ALL INCLUDING TAB BOTTOM TAB IS 1.25" x 4.5"</p> <p>ONE (1) LARGE DOCUMENT POCKET CUT ON AN ANGLE FROM UPPER LEFT CORNER TO LOWER RIGHT CORNER</p> <p>LARGE POCKET IS WRAPPED AROUND THE BODY AND WELDED FROM BEHIND FOR EXTRA STRENGTH</p> <p>ONE (1) SMALL 3" x 5" POCKET IN UPPER RIGHT CORNER FOR CHARGE OUT SLIPS/CARDS</p> <p>BODY IS 30 GAUGE/750 MICRON DARK ORANGE POLYPROPYLENE</p> <p>POCKETS ARE 16 GAUGE/400 MICRON CLEAR POLYPROPYLENE</p> <p>PRINT "OUT" IN BLACK INK ON BOTTOM TAB ONE (1) SIDE</p>	10,000.00 EA	1.2400	12,400.00	5290567.520495
2.00	<p>OUTCARDS W/TOP TAB 11.75" W x 10"H OVER ALL INCLUDING TAB CENTER TAB IS 2.25" x .05"</p> <p>ONE (1) LARGE DOCUMENT POCKET ON BOTTOM HALF OF GUIDE 11.75" W x 6"H</p> <p>LARGE POCKET IS WRAPPED AROUND THE BODY AND WELDED FROM BEHIND FOR EXTRA STRENGTH</p> <p>ONE (1) SMALL 3" x 5" POCKET IN UPPER</p>	1,000.00 EA	2.2600	2,260.00	5290567.520495

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.

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

PURCHASING AGENT

Date:

[Handwritten Signature]

Authorized Signature: _____

Date: _____

12/4/12 BA



**OFFICE OF THE PURCHASING AGENT
COUNTY OF COOK**

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

PURCHASE ORDERED ISSUED TO

76389
Fraser Div Indexing & Equipment
8929 South Octavia Ave.
Bridgeview IL 60455

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

DATE
11/29/2012
F.O.B. POINT

PURCHASE ORDER NO.
183650 - 000- OP

REQUISITION NO.
00103844 OR

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

LINE	FURNISH THE FOLLOWING SUPPLIES AND/OR SERVICE	QUANTITY/ UOM	UNIT PRICE	EXTENDED PRICE	ACCOUNT NUMBER
3.00	<p>CENTER POSITION FOR CHARGE OUT SLIPS/CARDS . BODY IS 30 GAUGE/750 MICRON DARK ORANGE POLYPROPYLENE . POCKETS ARE 16 GAUGE/400 MICRON CLEAR POLYPROPYLENE . PRINT "OUT" IN BLACK INK ON BOTTON TAB ONE (1) SIDE . OUTCARDS TRAFFIC TKT SZ 8.75"W x 5"H OVER ALL WITH 0.5" THUMB-CUT TO RIGHT OF CENTER . NO TAB . ONE (1) LARGE DOCUMENT POCKET 8.75"W x 4"H . LARGE POCKET IS WRAPPED AROUND THE BODY AND WELDED FROM BEHIND FOR EXTRA STRENGTH . BODY IS 30 GAUGE/750 MICRON DARK ORANGE POLYPROPYLENE . POCKETS ARE 16 GAUGE/400 MICRON CLEAR POLYPROPYLENE . PRINT "OUT" IN BLACK INK AT CENTER TOP OF BODY, ONE (1) SIDE . PRINTING INSTRUCTIONS: ALL PROOF AND TYPESETTING CHARGES TO BE INCLUDED IN THE BID PRICE. MINOR COPY CHANGES TO ALL ITEMS MAY BE MADE BY THE CLERK OF THE CIRCUIT COURT BEFORE FINAL PRINTING AT NO ADDITIONAL CHARGE. VENDOR MUST PROVIDE PROOF OF EACH ITEM FOR APPROVAL PRIOR TO PRODUCTION. . FOR ALL PROOF APPROVALS AND/OR TO REQUEST A PRODUCT SAMPLE, PLEASE CONTACT: Priscilla Thomas (312) 603-6707 A LIMITED SUPPLY OF SAMPLES IS AVAILABLE. VENDOR IS RESPONSIBLE FOR SHIPPING CHARGES FOR ALL SAMPLE REQUESTS . DELIVERY INSTRUCTIONS: ATTENTION: DONNA LODUCA CLERK OF THE CIRCUIT COURT 2323 S. ROCKWELL, 4TH FLOOR CHICAGO, IL 60608 . MUST BE INSIDE DELIVERY. REMOVE DEBRIS. Cook County, Description VENDOR MUST PROVIDE 48 HOURS</p>	1,000.00 EA	.7000	700.00	5290567.520495

Report: R56RE02

Purchase Requisition

Office of the Purchasing Agent
Cook County of Illinois

#1500 8A

Purchase Order Number
183658

Requisition # **OR 103844**

Contract #

Open Date

Ship To: 9002127 Clerk Circuit Court Warehouse
1120 E. 89th St.
Chicago IL 60619

Delivery Instructions:
69 W. WASHINGTON, STE 2500
CHICAGO IL 60619

Supplier: 299999 TEAM LEAD MAILBOX

Buyer Number: 724150 Supervisor 40
Bid/Sole Src Code: 8SP
Business Unit: 5290567
Internal Req Number: 25290022
Board App Date & Item:
Requestion Date: 5/21/2012
Date Needed: 5/21/2012

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

Prior Contract No. _____

Expiration Date _____

Emergency No. _____

Line #

Commodity Description

Ball on Hand

Quantity UOM

Est. Unit Cost

Extended Cost

Business Unit and Object Account

1,000 966 OUTCARDS WIDE TAB
12.75" W X 9" H OVER ALL INCLUDING TAB
BOTTOM TAB IS 1.25" X 4.5"

File Pleasants

10000.00 EA

1.6900

16,900.00

5290567 520495

ONE (1) LARGE DOCUMENT POCKET CUT ON AN ANGLE FROM UPPER LEFT CORNER TO LOWER RIGHT CORNER

LARGE POCKET IS WRAPPED AROUND THE BODY AND WELDED FROM BEHIND FOR EXTRA STRENGTH

ONE (1) SMALL 3" X 5" POCKET IN UPPER RIGHT CORNER FOR CHARGE OUT SLIPS/CARDS

BODY IS 30 GAUGE/750 MICRON DARK ORANGE POLYPROPYLENE

POCKETS ARE 16 GAUGE/400 MICRON CLEAR POLYPROPYLENE

PRINT 'OUT' IN BLACK INK ON BOTTOM TAB ONE (1) SIDE

2,000 966

OUTCARDS W/TOP TAB

CCA

1000.00 EA

3.0600

3,060.00

5290567 520495

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

APPROVED BUDGETARY ACCOUNT

PURCHASING USE ONLY

REQUISITIONER

BUREAU or DEPARTMENT HEAD

DATE

BY

Purchase Requisition

Office of the Purchasing Agent
Cook County of Illinois

Purchase Order Number

Requisition # **OR 103844** Contract #

Open Date

Ship to: 8002127

Clerk Circuit Court Warehouse
1120 E. 88th St
Chicago IL 60619

Delivery Instructions
69 W. WASHINGTON, STE. 2500
COMAKIYA SMITH 312-603-5123

Supplier: 299999

TEAM LEAD MAIL BOX

Buyer Number 724150 Supervisor 40
Bid/Sole Src Code BSP

Business Unit 5290567

Internal Req Number 25290022

Board App Date & Item

Requisition Date 5/21/2012

Date Needed 5/21/2012

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

11.75" W x 10"H OVER ALL INCLUDING TAB
CENTER TAB IS 2.25" x .05"

ONE (1) LARGE DOCUMENT POCKET ON
BOTTOM HALF OF GUIDE
11.75" W x 6"H

LARGE POCKET IS WRAPPED AROUND THE
BODY AND WELDED FROM BEHIND FOR
EXTRA STRENGTH

ONE (1) SMALL 3" x 5" POCKET IN UPPER
CENTER POSITION FOR CHARGE OUT SLIPSCARDS

BODY IS 30 GAUGE/750 MICRON DARK ORANGE
POLYPROPYLENE

POCKETS ARE 16 GAUGE/400 MICRON CLEAR
POLYPROPYLENE

PRINT "OUT" IN BLACK INK ON BOTTOM TAB
ONE (1) SIDE

3 000 986 OUTCARDS TRAFFIC TKT SZ

CERTIFICATION

I hereby certify that the items and/or services above are necessary to this department (or institution) and that the total amount requested does not exceed the available budget. I have indicated above accurately reflected the specific line item budget appropriation approved by the Board of Cook County Commissioners and there is a sufficient unencumbered balance in the account to grant same.

CCA

1000.00 EA

9600

APPROVED BUDGETARY ACCOUNT

960.00 5290567 520485
PURCHASING USE ONLY

REQUISITIONER

BUREAU or DEPARTMENT HEAD

ACCT #

DATE

BY

Report R56REQ02

Purchase Requisition

Office of the Purchasing Agent
Cook County of Illinois

Purchase Order Number

Requisition # **OR 103844** Contract #

Open Date

Ship To: 8002127 Clerk Circuit Court Warehouse
1120 E 89th St
Chicago IL 60619

Delivery Instructions:
69 W. WASHINGTON, STE. 2500
COMAKIYA SMITH 312-803-5123

Supplier: 299999 TEAM LEAD MAIL BOX

Buyer Number 724150 Supervisor 40
Bid/Sole Src Code 99P
Business Unit 5290567
Internal Req Number 25290022
Board App Date & Item
Requisition Date 5/21/2012
Date Needed 5/21/2012

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

Line # Commodity Description

Bal on Hand

Quantity UOM

Est Unit Cost

Expiration Date

Emergency No. Extended Cost Business Unit and Object Account

8.75"W x 5"H OVER ALL WITH 0.5" THUMB-CUT
TO RIGHT OF CENTER

NO TAB

ONE (1) LARGE DOCUMENT POCKET 8.75"W x 4"H

LARGE POCKET IS WRAPPED AROUND THE BODY
AND WELDED FROM BEHIND FOR EXTRA STRENGTH

BODY IS 30 GAUGE/750 MICRON DARK ORANGE
POLYPROPYLENE

POCKETS ARE 16 GAUGE/400 MICRON CLEAR
POLYPROPYLENE

PRINT 'OUT' IN BLACK INK AT CENTER TOP
OF BODY. ONE (1) SIDE

PRINTING INSTRUCTIONS:

ALL PROOF AND TYPESETTING CHARGES TO BE INCLUDED
IN THE BID PRICE. MINOR COPY CHANGES TO ALL ITEMS
MAY BE MADE BY THE CLERK OF THE CIRCUIT COURT
BEFORE FINAL PRINTING AT NO ADDITIONAL CHARGE

CERTIFICATION

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

CCA

APPROVED BUDGETARY ACCOUNT

PURCHASING USE ONLY

REQUISITIONER

BUREAU or DEPARTMENT HEAD

ACCT #

DATE

BY

Report R56REQ2

Purchase Requisition

Office of the Purchasing Agent
Cook County of Illinois

Purchase Order Number

Requisition # **OR 103844** Contract #

Open Date

Ship To: 8002127 Clerk Circuit Court Warehouse
1120 E 89th St
Chicago IL 60619

Delivery Instructions: 69 W. WASHINGTON, STE. 2500
COMMAKIYA SMITH 312-603-5123

Supplier: 299999 TEAM LEAD MAILBOX

Buyer Number 724150 Supervisor 40
Bid/Sale Src Code BSP
Business Unit 5290567
Internal Req Number 25290022
Board Apr Date & Item
Requisition Date 5/21/2012
Date Needed 5/21/2012

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

Line # Commodity Description

Quantity UOM Est. Unit Cost

Expiration Date Extended Cost Business Unit and Object Account

VENDOR MUST PROVIDE PROOF OF EACH ITEM FOR APPROVAL PRIOR TO PRODUCTION.

FOR ALL PROOF APPROVALS AND/OR TO REQUEST A PRODUCT SAMPLE, PLEASE CONTACT:

~~COMMAKIYA SMITH 312-603-5123~~
A LIMITED SUPPLY OF SAMPLES IS AVAILABLE. VENDOR IS RESPONSIBLE FOR SHIPPING CHARGES FOR ALL SAMPLE REQUESTS.

DELIVERY INSTRUCTIONS:
ATTENTION: DONNA LODUCA
CLERK OF THE CIRCUIT COURT
2323 S. ROCKWELL, 4TH FLOOR
CHICAGO, IL 60608

MUST BE INSIDE DELIVERY. REMOVE DEBRIS.
VENDOR MUST PROVIDE 48 HOURS NOTICE BEFORE DELIVERY
~~PHONE: 312-603-5123~~

REQ# 25290022

Total of Items Ordered 20,920.00

APPROVED BUDGETARY ACCOUNT

PURCHASING USE ONLY

CCA

I hereby certify that the items and/or services above are necessary to this department, for 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.

CERTIFICATION

REQUESTOR

BUREAU or DEPARTMENT HEAD

ACCT #

DATE

BY