



**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
808993

International Security Products
1760 Commerce Way
Pasa Robles CA 93446

DATE
9/23/2011
F.O.B. POINT

PURCHASE ORDER NO.
178165 - 000- OP
REQUISITION NO.
00097527 OR

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

SHIP TO County Clerk -Vital Recors/Lic/Bus Rgtr
50 W Washington
Concourse Level Ste CL25
Chicago IL 60602

DELIVERY INSTRUCTIONS
Regan Burke (312) 603-
3005

DEPT NO	
5331454	Page 1 of 1

LINE	FURNISH THE FOLLOWING SUPPLIES AND/OR SERVICE	QUANTITY/ UOM	UNIT PRICE	EXTENDED PRICE	ACCOUNT NUMBER
1.00	Printing Document Security Paper Certificate of Death Record Security Paper As per the specifications. Bid must include (six) Inside deliveries as needed (2,000 sheet per box, and only 100,000 sheets per delivery) within a 72 hour upon receipt of request for delivery NO EXCEPTIONS. Delivery must be made to: Office of the County Clerk, Vital Records 50 W. Washington, Concourse Level, Room CL25 Chicago, IL 60602 Attn: Gerry Weston NO DELIVERY IS TO BE MADE WITHOUT NOTIFYING THE OFFICE OF THE COUNTY CLERK. THE COUNTY WILL NOT ACCEPT OVER OR UNDER RUNS FOR PRINTING IT IS THE VENDOR RESPONSIBILITY TO PRINT AND SHIP AS PER SPECIFICATION.	600.00 M	29.2200	17,532.00	5331454.520495
***** Total Order *****				17,532.00	

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:

Mania de la Cruz
Date: 9/26/11

Authorized Signature: _____

Date: _____

Purchase Requisition

Office of the Purchasing Agent
Cook County of Illinois

Purchase Order Number
178165

81 BK
Rush

Requisition # **OR 97527** Contract #

Ship To: 8000179 County Clerk - Vital Records/Lic
50 W. Washington
Concourse Level Ste CL25
Chicago IL 60602

Delivery Instructions: Regan Burke
(312) 603-3005

Supplier: 299999 TEAM LEAD MAILBOX
Buyer Number: 724150 Supervisor 40
Bid/Sole Src Code: BSP
Business Unit: 5331454
Internal Req Number: 15330008
Board Apr Date & Item: 5/6/2011
Requisition Date: 5/6/2011
Date Needed: 5/6/2011

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

1,000 015 Printing, Certificate of Death Record Document Security Paper < > 600,000 545 2000 12,000.00 5331454.520495

As per the attached specifications.
Bid must include (six) inside deliveries as needed (2,000 sheet per box, and only 100,000 sheets per delivery) within a 72 hour upon receipt of request for delivery NO EXCEPTIONS.
Delivery must be made to:
Office of the County Clerk, Vital Records
50 W. Washington, Concourse Level, Room CL25
Chicago, IL 60602
Attn: Gerry Weston
NO DELIVERY IS TO BE MADE WITHOUT NOTIFYING THE OFFICE OF THE COUNTY CLERK.

Total of Items Ordered 12,000.00

RECEIVED
OFFICE OF THE
PURCHASING AGENT
2011 MAY 20 PM 3:11
PROCUREMENT

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

APPROVER: 
BUREAU OF DEPARTMENT HEAD

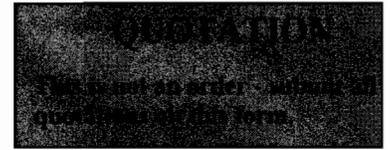
ACCT # _____
DATE _____ BY _____



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.



DATE 8/11/2011	BUYER BEARD, BRENDA	BUYER PHONE 312 6035383	ORDER NO. 97527 OR	RESPOND BY 8/23/2011	Quotes must be in Bid Box by 10:00 A.M.	Page 1 of 1
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Vendor Address 808 993

TERMS AND CONDITIONS

INTERNATIONAL SECURITY PRODUCTS
1760 Commerce Way
Paso Robles, CA 93446

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 herein.

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.

Product Delivery Point

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.

County Clerk -Vital Recors/Lic/Bus Rgtr
50 W Washington
Concourse Level Ste CL25
Chicago IL 60602

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.

DELIVERY IN WORKING DAYS

PHONE NUMBER

SIGNED BY

(PLEASE PRINT)

2-3 wks after price approval

800 853-0004

Debbie Henninger
Debbie Henninger

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.

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.

Printing Document Security Paper
Certificate of Death Record Security Paper
As per the attached specifications.
Bid must include (six) inside deliveries as needed (2,000 sheet per box, and only 100,000 sheets per delivery) within a 72 hour upon receipt of request for delivery NO EXCEPTIONS.
Delivery must be made to:
Office of the County Clerk, Vital Records
50 W. Washington, Concourse Level, Room CL25
Chicago, IL 60602
Attn: Gerry Weston
NO DELIVERY IS TO BE MADE WITHOUT NOTIFYING THE OFFICE OF THE COUNTY CLERK.
THE COUNTY WILL NOT ACCEPT OVER OR UNDER RUNS FOR PRINTING IT IS THE VENDOR RESPONSIBILITY TO PRINT AND SHIP AS PER SPECIFICATION.

600.00

M

*29.22 \$17,532.00

As per bid specifications

ORIGINAL

OFFICE USE ONLY PURCHASE ORDER #

ADDITIONAL TERMS ON REVERSE SIDE

TOTAL

Death Record Security Paper Specifications

COLOR:	Green
GRADE:	Must be suitable for Laser Printing in Hewlett Package 4200TN
Size:	8 ½" x 11"
WEIGHT:	24#
QUANTITY:	600,000 sheets, under-runs and over-runs will not be accepted.

The security paper must be green in color and will have a ½-inch border at the top of the paper with the words "CERTIFICATION OF DEATH RECORD" printed inside this top border.

The paper will have a ¼-inch border on the left, right and bottom of the paper with the **EMBOSSSED SEALS** of the County Clerk's Office in the bottom left and right corners.

The words "This is to certify that this is a true and correct copy from the official death record filed with the Illinois Department of Public Health.", will be centered on the paper and the top of the certification statement can be no higher than 1 and ¾ quarter inches from the very bottom of the paper. (See sample) The facsimile signature of Cook County Clerk David Orr will appear under this statement.

The minimum-security features of the death certificate security paper:

1. 24 # OCR (Optical Character Readers) bond paper
2. Three family chemical sensitivity
3. Invisible fluorescent security fibers
4. Toner retention
5. Warning band on face
6. VOID pantograph
7. Microprinted line on face and back
8. Security alert on back

Term of Contract

This is a one (1) year contract from the date of award.

Delivery

It is anticipated that there will be six (6) in inside deliveries, as needed during the course of this contract. Deliveries must be made within a 72 hours notice upon order placement from the Cook County Clerk's Office.

In-stock Quantities

The awarded Contractor must maintain at least 100,000 Certificate of Death Records on hand at all times in their facility.

Storage Facilities

The Certificate of Death Records paper must be must be stored in a locked area with controlled access and 24-hour surveillance. Bidders must demonstrate that they have sufficient storage facilities with their bid.

Proofs

Contractor will provide proofs to be approved by the County Clerk's Office prior to printing. If necessary, the vendor shall also make any changes or alterations to the document at no charge to Cook County.

Artwork

The successful vendor shall create all Artwork. All artwork cost shall be included in the bid price.

Packaging

Certificate of Death Records must be packaged 2,000 sheets per box. There will be 100,000 sheets per delivery. Every six hundred sheets will be shrink wrapped with clipboard on the top and bottom to prevent damage to the paper. Paper shall be packed in "descending" order as paper has to be placed print side down and is printed from the top. This will insure that paper is used in proper order.

Samples

Bidders must submit a sample of the Death Record Security Paper with their bid.

INSTRUCTIONS FOR DELIVERY AND FOR INVOICING OF GOODS

1. Clearly mark every package with the name of the institution, department or agency to which goods are to be delivered. **MARK ALL PACKAGES WITH THE COOK COUNTY PURCHASE ORDER NUMBER.**
2. Stencil on or attach a tag to every package that bears your own names so the receiving clerk will know from whom the order was shipped.
3. Delivery time, unless otherwise stipulated, is Monday through Friday between 9:00 a.m. and 3:00 p.m.
4. Charge all goods to Cook County.
5. Direct all inquiries and send the original and all appropriate copies of the invoice with the proper Cook County invoice forms (i.e., 29A voucher form) to the following address:

Cook County Department of Purchasing
118 North Clark Street – Room 1018
Chicago, Illinois 60602
6. Never include goods furnished on two or more purchase orders on a single invoice.
7. All prices must be in compliance with federal, state, and local regulations.
8. Partial shipments or partial pay warrants will not be considered unless authorized or requested by the Purchasing Agent.
9. The law provides that every person selling goods to Cook County must make invoice form with certification as to the correctness of the bill.
10. Execute certification on the bottom of the invoice before mailing.
11. All pay warrants will be mailed to you by the Cook County Comptroller.
12. **INDEMNITY** – The contractor shall indemnify, keep and save harmless the County, its agents, officials and employees, against all injuries, deaths, loss, damages, claims, patent claims, suits, liabilities, judgments, costs and expenses, which may in anywise accrue against the County in consequence of the granting of this contract of which may in anywise result therefrom, whether or not it shall be alleged or determined that the act was caused through negligence or omission of the Contractor or his employees, of the subcontractor or his employees, if any, or of the County of Cook or its employees, and the Contractor shall, at his own expense, appear, defend, and pay all charges of attorneys and all costs and other expenses, arising therefrom or incurred in connection therewith, and, if any judgment shall be rendered against the County in any such action, the Contractor shall, at his own expense, satisfy and discharge the same. The Contractor expressly understands and agrees that any performance bond or insurance protection required by this contract, or otherwise provided by the Contractor, shall in no way limit the responsibility to indemnify, keep and save harmless and defend the County as herein provided. If this purchase order covers services, a Certificate of Insurance must be submitted before performance of service.
13. Compliance with the above will help avoid errors and delays.

CHECKLIST FOR REQUEST FOR QUOTATION SUBMISSION

Here's a check list for you to make sure the bid document you submit is complete.

Incomplete bid documents will not be considered for award so please contact us at VendorServices@cookcountygov.com with your questions, but be sure to allow enough time for us receive your inquiry and reply.

For the bid documents you are submitting, did you:

- FILL OUT the Vendor Address section of the *Request for Quotation* with your name and address, along with the attached Affidavit of Child Support Obligation page.
- Be sure to SIGN the *Request for Quotation*
- DOUBLE CHECK the unit, extended, and total price of the *Request for Quotation* you are submitting.
- READ the Terms and Conditions, Instructions on Marking Bid Envelope directions, located on the front of the *Request for Quotation* page and the Instructions for Delivery and for Invoicing of Goods page.

Finally, make sure you:

- Submit your bid documents on or before the Respond by Date and Time listed at the top of the page.
- Deposit your bid documents in the bid box located in Room 1018 of the County Building, 118 North Clark Street, Chicago, Illinois 60602 before 10:00 a.m. the date of the Bid Opening.
- Send in all pages of the *Request for Quotation*.

Bid documents submitted late or deposited in the wrong location will not be considered for award.

Good luck!

BID TABULATION

BID NAME: PRINTING DOCUMENT SECURITY
 PAPER FOR CERTIFICATE OF DEATH RECORD
 BID NUMBER: 97527
 BID OPENING DATE: Tuesday, August 23, 2011
 BID OPENING TIME: 10:00 AM
 BUYER NAME: BRENDA BEARD

VENDOR #1:
 INTL SECURITY PROD.

VENDOR #2:
 INTL SECURITY PROD.

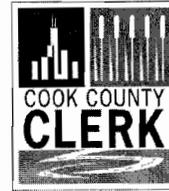
VENDOR #3:
 MIDWEST BANK NOTE

ITEM #	DESCRIPTION	QUANTITY	UNIT	ALTERNATE UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
1	PRINTING, CERTIFICATE OF DEATH RECORD SECURITY PAPER. BIDS MUST INCLUDE (6) INSIDE DELIVERIES AS NEEDED, (2,000) SHEETS PER BOX, AND ONLY 100,000 SHEETS PER DELIVERY) WITHIN 72 HOURS UPON RECEIPT OF REQUEST	600	M	\$29.22	\$17,532.00	\$32.49	\$19,494.00	\$47.21	\$28,326.00
					\$17,532.00		\$19,494.00		\$28,326.00

NOTES:
 INTERNATIONAL SECURITY PRODUCTS: BID #2 QUOTED AN ALTERNATE SPECIFICATION OF FOIL EMBOSSING.



RECEIVED
OFFICE OF THE
PURCHASING AGENT



2011 AUG 31 PM 3: 20

OFFICE OF COOK COUNTY CLERK DAVID ORR
118 N. CLARK STREET, ROOM #1034, CHICAGO, IL 60602

SCOTT ERDMAN, DEPUTY OF COB
TEL 312.603.7689 FAX 312.603.6943

EMAIL scott.erdman@cookcountyil.gov
WEB cookcountyclerk.com

August 31, 2011

Dear Ms. Maria de Lourdes Coss
Cook County Purchasing Agent
118 North Clark Street, Room #1018
Chicago, IL 60602

RE: 15330008/97527

We have reviewed the tabulations for Requisition #15330008/97527 and recommend award to the lowest qualified bidder meeting specifications. International Security Products, in the amount of \$17,532.00.

If there are any questions, issues, and/or concerns as it relates to this request, please contact Shunice Hill-Sullivan at 603-5349.

Sincerely,


Scott Erdman
Office of the County Clerk

PRINTING, DOCUMENT SECURITY PAPER
 CLERK OF THE CIRCUIT COURT

DUE DATE: TUESDAY AUGUST 23, 2011 AT 10:00AM QUOTE #Q-97527-OR-B. BREAD

VENDOR NAME	VENDOR ADDRESS	VENDOR AMOUNT
1 International Security	1760 Commerce Prod 1950 Kobles, CA 93446	(2) 19,499.00 ① 1,532.00
2 Midwest Bank Note	50 Pearl Street Lancaster, NY 14088	28,326.00
3	1760 Commerce Prod	
4		
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22		

ETHICS VERIFICATION

CONTRACT #	USING AGENCY	RECOMMENDED VENDOR	RECOMMENDED \$ AMOUNT	ETHICS RESPONSE	DATE SENT TO ETHICS	COMMENTS	DATE RESPONSE REC'D
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97199

sheriff office

office of the Purchasing Agent, Cook County

Johnson pipe & supply

acosta

International Security

Compliance

Compliance

Compliance

9/21/2011

9/21/2011

9/21/2011

[REDACTED]

09/22/2011 15:53 3126039683

PUBLIC SAFETY
COOK CNTY PURCHASING

PAGE 02
PAGE 01/04

09/22/2011 12:14 3126033179

TONI FRECKWINKLE
PRESIDENT, BOARD OF COOK
COUNTY COMMISSIONERS



MARIA DE LOURDES COSS
PURCHASING AGENT

COUNTY OF COOK
OFFICE OF THE PURCHASING AGENT
118 N. CLARK STREET
ROOM 1018
CHICAGO, ILLINOIS 60602
TEL: 312-603-5370
FAX: 312-603-3179

DATE: 9/13/11

TO: Kathy Burgess
Child Support Enforcement

FROM: Jessie Soto-Sarate
Purchasing - Child Support

Fax # 312-603-3063

The documents listed below are herewith submitted for your review and approval regarding compliance with Child Support enforcement Ordinance prior to award. If you have any questions, please contact me at ext. 3-2691

DATE SENT	CONTRACT NUMBER/QUOTATION NUMBER	BIDDER	Vendor OK by Child Support Enforcement
9/13/11	97199	Johnson Pipe & Supply	OK 9/22/11
9/13/11	97527	International Security	OK 9/22/11
9/13/11	98102	Acosta Medical	OK 9/22/11

Signatures

TONI PRECKWINKLE
PRESIDENT, BOARD OF COOK
COUNTY COMMISSIONERS



MARIA de LOURDES COSS
PURCHASING AGENT

COUNTY OF COOK
OFFICE OF THE PURCHASING AGENT
118 N. CLARK STREET
ROOM 1018
CHICAGO, ILLINOIS 60602
TEL: 312-603-5370
FAX: 312-603-3179

Date: 8/26/11
To: Rose Fardella
From: Brenda Beard
Re: Requisition 15330008 / 97527

We are enclosing a **Tabulation of Bids** and one (1) copy of each proposal regarding the above referenced bid.

Please evaluate the bid and send you recommendation letter to:

Maria De Lourdes Coss, MPA, CPPO
Purchasing Agent
118 N. Clark Street – Room 1018
Chicago, IL 60602

Please note, if you choose a bidder other than the lowest bid, please state exactly why the lowest bidder does not meet your specification.

THE PROPOSAL MUST BE RETURNED WITH YOUR LETTER FOR PROCESSING.

cc: Buyer