

**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  
 835358

Infopro Concept Inc  
 10702 Hood Road South, Ste 1  
 Jacksonville FL 32257

DATE  
 3/1/2012  
 F.O.B. POINT

PURCHASE ORDER NO.  
**179283 - 000- OP**  
 REQUISITION NO.  
 00098099 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 - Election Department  
 Cook County Administration Offices  
 69 W. Washington Street - 5th Floor  
 Chicago IL 60602-3007

**DELIVERY INSTRUCTIONS**

Rose Farella (312) 603-0927

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	Swivel Task Chair Gray Fabric Ofm Rico (Office of Financial Management) The right proportions with ergonomic features. Full size contoured seat and lumbar back support. Pneumatic seat height adjustment. 360 degree swivel. Fully upholstered back. Black frame and base. Seat depth adjustment. Seat: 20"-1/2w x 17"-1/2d. Back: 18"w x 16"-1/2h. Overall height 34" to 39". Manufacturer's limited lifetime warranty. Shipping weight 29lbs. Note: Per Vendor Proposing Alternate Ofm "Super Chair " Model# 105-801 Gray Fabric.	4.00 EA	113.3300	453.32	1316.300356
2.00	OFM Rico Stacking Chair without Arms Steel Frame ensures strength and durability. 31 "H x 22 1/4"W x 22 1/2"D. Bid must include inside delivery, freight and installation charges. NO DELIVERY IS TO BE MADE WITHOUT NOTIFICATION /CONFIRMATION FROM THE OFFICE OF THE COUNTY CLERK. PLEASE DELIVER TO: COOK COUNTY CLERK'S 2121 EUCLID AVENUE, ROOM 238 ROLLING MEADOWS, IL ATTN: LANA YACILLA	4.00 EA	69.9900	279.96	1316.300356
***** Total Order *****				733.28	

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: \_\_\_\_\_

*Lana Yacilla*  
 3/1/12 RL

# Purchase Requisition

Office of the Purchasing Agent  
Cook County of Illinois

Purchase Order Number  
**179283**

Requisition # **OR 98099** Contract #

Ship To: **8000175** County Clerk - Election Depart  
Cook County Administration Off  
69 W. Washington Street - 5th  
Chicago IL 60602-3007

Supplier: **299999** TEAM LEAD MAILBOX

Buyer Number: **724151** Supervisor 50  
Bid/Sole Src Code: **BSP**  
Business Unit: **5331454**  
Internal Req Number: **15330010**

Delivery Instructions:  
Rose Farrella  
(312) 603-0927

Board App Date & Item  
Requisition Date: **6/21/2014**  
Date Issued: **6/21/2014**

One Time Purchase Yes  No  Covers Need for \_\_\_\_\_ months. Specific Period of time \_\_\_\_\_ thru \_\_\_\_\_ Prior Contract No. \_\_\_\_\_

Line # Commodity Description Bal. on Hand Quantity UOM Est. Unit Cost Extended Cost Business Unit and Object Account

1.000 015 Swivel Task Chair Gray Fabric ZP1E3FT01 < > 4.00 EA 133.0000 532.00 5331454.530605

The right proportions with ergonomic features. Full size contoured seat and lumbar back support. Pneumatic seat height adjustment. 360 degree swivel. Fully upholstered back. Black frame and base. Seat depth adjustment. Seat: 20-1/2w x 17-1/2d. Back: 18w x 16-1/2h. Overall height 34" to 39". Manufacturer's limited lifetime warranty. Shipping weight 29lbs. OFM Rico Stacking Chair without Arms Navy Fabric

Steel Frame ensures strength and durability.  
31 "H x 22 1/4"W x 22 1/2"D.  
Bid must include inside delivery, freight and installation charges.  
No Substitutions.  
NO DELIVERY IS TO BE MADE WITHOUT NOTIFYING THE OFFICE OF THE COUNTY CLERK.  
PLEASE DELIVER TO:  
COOK COUNTY CLERK'S  
2121 EUCLID AVENUE, ROOM 238  
ROLLING MEADOWS, IL  
ATTN: LANA YACILLA

Total of Items Ordered 840.00

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 are correctly reflecting 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

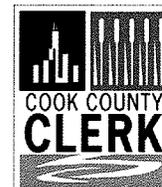
PURCHASING USE ONLY

REQUISITIONER

*Rose Farrella*  
BUREAU or DEPARTMENT HEAD

DATE \_\_\_\_\_ BY \_\_\_\_\_

RECEIVED  
OFFICE OF THE  
PURCHASING AGENT  
JUN 23 AM 11:25  
PROCUREMENT



**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](mailto:scott.erdman@cookcountyil.gov)  
WEB [cookcountyclerk.com](http://cookcountyclerk.com)

February 23, 2012

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

**RE: 15330010/98099**

Dear Ms. Maria de Lourdes Coss,

We have reviewed the tabulations for requisition #15330010/98099 and recommend award to the lowest qualified bidder meeting specifications, Info Pro Concept, Inc., in the amount of \$733.28.

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

Sincerely,

A handwritten signature in black ink, appearing to read "Scott Erdman", with a long horizontal line extending to the right.

Scott Erdman  
Office of the County Clerk



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 12/23/2011	BUYER BEARD, BRENDA	BUYER PHONE 312 6035383	ORDER NO. 98099 OR	RESPOND BY 1/20/2012	Quotes must be in Bid Box by 10:00 A.M.	Page 1 of 1
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Vendor Address 593329313  
INFO PRO CONCEPT, INC.  
10702 HOOD ROAD SOUTH, STE. 1  
JACKSONVILLE, FL 32257

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.

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.

Product Delivery Point

County Clerk - Election Department  
 Cook County Administration Offices  
 69 W. Washington Street - 5th Floor  
 Chicago IL 60602-3007

DELIVERY IN WORKING DAYS 14

PHONE NUMBER 904-292-4400

SIGNED BY [Signature]  
 (PLEASE PRINT) PHILLIP P. SWINDLE

DESCRIPTION	QUANTITY ORDERED	UNIT OF MEASURE	UNIT PRICE	EXTENDED PRICE
Swivel Task Chair Gray Fabric <del>3P1E3FTD1</del> <del>Office</del> (Office of Financial Management) The right proportions with ergonomic features. Full size contoured seat and lumbar back support. Pneumatic seat height adjustment. 360 degree swivel. Fully upholstered back. Black frame and base. Seat depth adjustment. Seat: 20"-1/2w x 17"-1/2d. Back: 18"w x 16"-1/2h. Overall height 34" to 39". Manufacturer's limited lifetime warranty. Shipping weight 29lbs.	4.00	EA	113.33	453.32
OFM Rico Stacking Chair without Arms Steel Frame ensures strength and durability. 31 "H x 22 1/4"W x 22 1/2"D. Bid must include inside delivery, freight and Installation charges. NO DELIVERY IS TO BE MADE WITHOUT NOTIFICATION /CONFIRMATION FROM THE OFFICE OF THE COUNTY CLERK. PLEASE DELIVER TO: COOK COUNTY CLERK'S 2121 EUCLID AVENUE, ROOM 238 ROLLING MEADOWS, IL 60008 ATTN: LANA YACILLA	4.00	EA	69.99	279.96

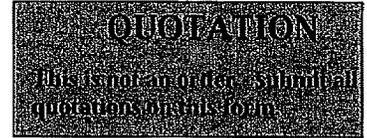
PROPOSING ALTERNATE OFM "SUPER CHAIR" MODEL 105-801 GRAY COLORED FABRIC - PICTURE ATTACHED  
 WWW.OFFICEANYTHING.COM  
 \* THIS IS OUR WEBSITE \*

OFFICE USE ONLY	PURCHASE ORDER #	ADDITIONAL TERMS ON REVERSE SIDE	Quoted with inside delivery only.	TOTAL 733.28
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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 12/23/2011	BUYER BEARD, BRENDA	BUYER PHONE 312 6035383	ORDER NO. 98099 OR	RESPOND BY 1/20/2012	Quotes must be in Bid Box by 10:00 A.M.	Page 1 of 1
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Vendor Address

Pocda Development Incorporated  
2521 W Winnemac Ave  
Chicago IL 60625

Product Delivery Point

County Clerk - Election Department  
 Cook County Administration Offices  
 69 W. Washington Street - 5th Floor  
 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 herein.

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DELIVERY IN WORKING DAYS 14  
 PHONE NUMBER 312-221-7951  
 SIGNED BY Alexandru Pocda  
 (PLEASE PRINT) Alexandru Pocda

DESCRIPTION	UNIT PRICE	QUANTITY	TOTAL PRICE	EXTENDED PRICE
Swivel Task Chair Gray Fabric ZP1E3FT01 Ofm Rico (Office of Financial Management) The right proportions with ergonomic features. Full size contoured seat and lumbar back support. Pneumatic seat height adjustment. 360 degree swivel. Fully upholstered back. Black frame and base. Seat depth adjustment. Seat: 20"-1/2w x 17"-1/2d. Back: 18"w x 16"-1/2h. Overall height 34" to 39". Manufacturer's limited lifetime warranty. Shipping weight 29lbs.	4.00	EA	114.00	456.00
OFM Rico Stacking Chair without Arms Steel Frame ensures strength and durability. 31"H x 22 1/4"W x 22 1/2"D. Bid must include inside delivery, freight and installation charges. NO DELIVERY IS TO BE MADE WITHOUT NOTIFICATION /CONFIRMATION FROM THE OFFICE OF THE COUNTY CLERK. PLEASE DELIVER TO: COOK COUNTY CLERK'S 2121 EUCLID AVENUE, ROOM 238 ROLLING MEADOWS, IL ATTN: LANA YACILLA	4.00	EA	73.50	294.00
- The Swivel Task Chairs are not produced by the manufacturer any longer. The United Chair Co. will provide different chair with equal rights.				
OFFICE USE ONLY PURCHASE ORDER #	ADDITIONAL TERMS ON REVERSE SIDE		TOTAL	
			750.00	



**SWIVEL TASK CHAIR  
ELECTION BOARD OF COMMISSIONERS  
DUE DATE: JANUARY 20, 2012 at 10:00 AM  
QUOTE-98099 OR BRENDA BEARD**

VENDOR NAME	VENDOR ADDRESS	BID AMOUNT
01.	Indi Enterprise Carol Stream, IL	No total
02.	Info Pro Concept Jacksonville, FL	\$ 733.20
03.	Pocola Development Chicago, IL	\$ 750.00
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