

**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
 833681

Premier Paper & Packaging
 1550 E Boone Blvd
 Columbia MO 65202

DATE
 10/28/2011
 F.O.B. POINT

PURCHASE ORDER NO.
178686 - 000- OP
 REQUISITION NO.
 00098826 OR

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

SHIP TO Central Services - Offset Printshop
 Ck Cty Government Facility Whse
 2323 S Rockwell St 1st Flr
 Chicago IL 60608

DELIVERY INSTRUCTIONS

Tom Kinney 773-843-
 6010 / 6007

DEPT NO	
0110503	Page 1 of 1

LINE	FURNISH THE FOLLOWING SUPPLIES AND/OR SERVICE	QUANTITY/ UOM	UNIT PRICE	EXTENDED PRICE	ACCOUNT NUMBER
1.00	8-1/2 Inches x 11 Inches,80GSM 3-Part, Reverse Precollate, All carbonless paper must be Offset Press and Digital copier compatible. 1666 sets per box:(8 1/2 Inches x 11 Inches) 3-part carbonless reverse precolated 80GSM: pink/canary/white.	160.00 BX	55.9500	8,952.00	0110503.530780
2.00	8-1/2 inches x 11 Inches,80GSM 3-Part, Straight Precollate, All carbonless paper must be Offset Press and Digital copier compatible. 1666 sets per box: 8-1/2 Inches x 11 Inches, 3-Part carbonless straight pre-collated 80 GSM: white/canary/plnk	80.00 BX	55.9500	4,476.00	0110503.530780
***** Total Order *****				13,428.00	

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.

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

Maria de la Cruz Date: 11/10/11
 EK

Purchase Requisition

Office of the Purchasing Agent
Cook County of Illinois

81 BK New
Purchase Order Number
178688

Requisition # **OR 98826** Contract #

Ship To: 8000051 Central Services - Offset Prin
CK Cty Government Facility Whs
2323 S Rockwell St 1st Flr
Chicago IL 60608

Delivery Instructions:
Tom Kinney
773-843-6010 / 6007

Supplier: 299999

TEAM LEAD MAILBOX

Open Date
10/21/11

Buyer Number 724151 Supervisor 50
Bid/Sole Src Code OSP-
Business Unit 0110503
Internal Req Number 1011-0197
Board Apr Date & Item
Requisition Date 8/11/2011
Date Needed 8/11/2011

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	645	8-1/2 inches x 11 inches 80GSM All carbonless paper must be Offset Press and Digital copier compatible. 160 boxes 1666 sets per box (8 1/2 inches x 11 inches) 3-part carbonless reverse precolated 80GSM: pink/canary/white.	<	160.00	BX	75.0000	12,000.00	0110503.530780
2,000	645	8-1/2 inches x 11 inches 80GSM All carbonless paper must be Offset Press and Digital copier compatible. 80 boxes 1666 sets per box: 8-1/2 inches x 11 inches, 3-Part carbonless straight pre-colated 80 GSM: white/canary/pink	<	80.00	BX	75.0000	6,000.00	0110503.530780
Total of Items Ordered							<u>18,000.00</u>	

Recommended Supplier List:

A/B Number	Supplier Name
76611	Babon Office Machines
462287	Murmane Paper Co
807256	Montenegro Paper

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 items and/or services requested. I certify that the items and/or services are not currently on hand in the account to which the unencumbered balance in the account to grant is due.

CCA

APPROVED BUDGETARY ACCOUNT

PURCHASING USE ONLY

REQUISITIONER

BUREAU or DEPARTMENT HEAD

ACCT #

DATE

BY

8-1/2 INCHES X 11 INCHES, 80GSM3-PART, RESERVE PRECOLLATE, ALL CARBONLESS PAPER MUST BE OFF SET PRESS AND DIGITAL COPIER – CENTRAL CENTRAL

DUE DATE: FRIDAY Sept. 30, 2011 AT 10:00AM Quote Q-98826-OR- B. Beard

VENDOR NAME	VENDOR ADDRESS	VENDOR AMOUNT
¹ Premier Paper Pkg	1550 E. Boone Blvd Columbia, MD 21046	13,928.00
² Bebon	234 S. Wabash Chicago, IL 60604	14,880.00
³ INDI ENTERPRISE	536 Chippewa Trail Carol Stream, IL 60188	27,261.60
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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.

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

DATE 9/22/2011	BUYER BEARD, BRENDA	BUYER PHONE 312 6035383	ORDER NO. 98826 OR	RESPOND BY 9/30/2011	Quotes must be in Bid Box by 10:00 A.M.	Page 1 of 1
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Vendor Address

833681
Premier Paper + Pkg
1550 Boone Industrial Blvd
Columbia, MO 65202

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.

Product Delivery Point

Central Services - Offset Printshop
 Ck Cty Government Facility Whse
 2323 S Rockwell St 1st Flr
 Chicago IL 60608

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.

DELIVERY IN WORKING DAYS 19
 PHONE NUMBER ~~708-320-8970~~ 800-320-8970
 SIGNED BY *DRB*
 (PLEASE PRINT) David R Beck *A7104*

DESCRIPTION	QUANTITY ORDERED	UNIT OF MEASURE	UNIT PRICE	EXTENDED PRICE
8-1/2 inches x 11 inches, 80GSM3-Part, Reverse Precollate, All carbonless paper must be Offset Press and Digital copier compatible. 1666 sets per box: (8 1/2 inches x 11 inches) 3-part carbonless reverse precollated 80GSM: pink/canary/white.	160.00	BX	\$55.95	\$ 8,952 ⁰⁰
8-1/2 inches x 11 inches, 80GSM3-Part, Straight Precollate, All carbonless paper must be Offset Press and Digital copier compatible. 1666 sets per box: 8-1/2 inches x 11 inches, 3-Part carbonless straight pre-collated 80 GSM: white/canary/pink	80.00	BX	\$5.95	\$ 4,776 ⁰⁰
				\$ 13,428 ⁰⁰
OFFICE USE ONLY	PURCHASE ORDER #	ADDITIONAL TERMS ON REVERSE SIDE		TOTAL