



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
466846

DATE
12/9/2011
F.O.B. POINT

PURCHASE ORDER NO.
179206 - 000- OP
REQUISITION NO.
00098850 OR

World's Printing & Specialties Co.
233 N. Michigan Av.
Chicago IL 60601

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

SHIP TO Adult Probation - Administration
Cook County Administration Offices
69 W Washington Ste 1940
Chicago IL 60602

DELIVERY INSTRUCTIONS

Maureen Noonan 312-603-0281

Table with DEPT NO, 2800847, and Page 1 of 2

Main table with columns: LINE, FURNISH THE FOLLOWING SUPPLIES AND/OR SERVICE, QUANTITY/UOM, UNIT PRICE, EXTENDED PRICE, ACCOUNT NUMBER. Row 1.00: CHECK PAPER, 10.00 BX, 81.9400, 819.40, 1100.300356

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:

Handwritten signature and date 2/28/12 RSN



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COUNTY OF COOK**

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**PURCHASE ORDER NO.
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Page 2 of 2

**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
	Irons to ensure flatness. SAMPLE OF PAPER PROVIDED UPON REQUEST. Please call 312-603-0281 to request sample. Cook County, Description				

Purchase Requisition

Office of the Purchasing Agent
Cook County of Illinois

Purchase Order Number

179206

Bl BR News

Requisition # **OR 98850** Contract #

Open Date

1/25

Ship To: 8000005

Adult Probation - Administrat
Cook County Administration Off
69 W Washington Ste 1940
Chicago IL 60602

Delivery Instructions:
Maureen Noonan
312-603-0281

Supplier: 299999

TEAM LEAD MAIL BOX

Buyer Number 724149 Supervisor 80

Bid/Sole Src Code

Business Unit 2800847

Internal Req Number 12804033

Board Apr Date & Item

Requisition Date 8/15/2011

Date Needed 8/15/2011

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	961	CHECK PAPER	<	>	10.00	BX	130.0000	1,300.00 2800847.530605

8 1/2" X 11" Sheet with 3 checks per page.

Detachable 1 - 3/4" stub on left side of each check

Detachable 1/2" stub on top of each sheet.

Check size when detached is 6-3/4" x 3-1/2".

Printed with 348 green ink in pattern. Ink shall bleed on all four

sides.

Guillotine cutter shall be used to cut sheets.

Packaged: 1,000 sheets per box, 3,00 total checks in a box.

In each box, sheets shall be shrink wrapped in reams of 500 sheets

each.

Artificial watermark on back using Circuit Court of Cook County logo.

Photostat of seal will be provided to successful vendor.

The word "TOP" shall be printed in upper right corner of face of each

sheet.

Endorsement information shall be printed in gray on back of each

check.

Verbage regarding watermark shall appear on front of each check.

Checks shall be printed with "VOID" pantograph readily legible when

photocopied.

Bidder shall be licensed for hidden word feature.

24 pound docucheck watermark bond or equivalent water-stain paper.

Optical character recognition/magnetic ink character recognition

(OCRMICR) guaranteed.

CERTIFICATION

I hereby certify that the items and/or services above are necessary to this department (or institution) and that the order no. accurately & correctly stated above accurately reflect the specific line item(s) and/or services approved by the Board of Cook County Commissioners and there is a sufficient unencumbered balance in the account to pay same.

CCA

APPROVED BUDGETARY ACCOUNT PURCHASING USE ONLY

02-01-11 01:57:1102

ACCT #

RECEIVED

DATE

BY

Dolores E. Sims
REQUESTOR
BUREAU or DEPARTMENT HEAD
Dolores E. Sims, Director of Finance

Purchase Requisition

Purchase Order Number

Office of the Purchasing Agent
Cook County of Illinois

Requisition # **OR 98850** Contract #

Open Date

Buyer Number 724149 Supervisor 80
Bid/Sole Src Code
Business Unit 2800847

Ship To: 8000005

Adult Probation - Administrat
Cook County Administration Off

Delivery Instructions:
Maureen Noonan

Supplier: 299999

TEAM LEAD MAILBOX

Internal Req Number 12804033

Board Apr Date & Item

Requisition Date 8/15/2011

Date Needed 8/15/2011

69 W Washington Ste 1940
Chicago IL 60602

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

Paper will be used on Hewlett Packard Laser Jet 2420 MICR Laser Printer.

No substitutions will be accepted for paper.

All perforations shall be 50 teeth per inch micropert.

Perforations shall lay flat with no ridge to ensure proper feeding in printers.

Perforations shall be produced on-line or be ironed to ensure flatness.

Perforations shall be produced on-line or be ironed to ensure flatness.

SAMPLE OF PAPER PROVIDED UPON REQUEST. Please call 312-603-0281 to request sample.

Total of Items Ordered 1,300.00

CERTIFICATION

I hereby certify that the items and/or services above are necessary to this department (or institution) and that the legal, tax, account & equity numbers indicated above accurately reflect the specific line item and the specific program or project on which the purchase is being made. I am a duly sworn and unexpired term office in the account to which same.

CCA

APPROVED BUDGETARY ACCOUNT 07-0111 01 PURCHASING USE ONLY

ACCT #

DATE

BY

Dolores E. Sims, Director of Finance

REQUISITION #

BUREAU or DEPARTMENT HEAD

RECEIVED
JAN 13 2011
COOK COUNTY



STATE OF ILLINOIS
CIRCUIT COURT OF COOK COUNTY
ADULT PROBATION DEPARTMENT

GEORGE W. DUNNE
COOK COUNTY OFFICE BUILDING
69 WEST WASHINGTON STREET, SUITE 1940
CHICAGO, ILLINOIS 60602
TEL: (312) 603-0240
FAX: (312) 603-9993
TDD: (773) 869-6880

Timothy C. Evans
Chief Judge

Jesús Reyes, AM, LCSW
Acting Chief Probation Officer

February 16, 2012

Ms. Maria de Lourdes Coss
Chief Procurement Officer
118 North Clark Street
Room 1018 – County Building
Chicago, Illinois 60602

RECEIVED
OFFICE OF THE
PROCUREMENT
2012 FEB 17 11:11:44
PROCUREMENT

RE: Check paper
Requisition #98850

Dear Ms. Coss:

We have reviewed the bid tabulation for requisition #12804033/98850 and recommend award to the lowest bidder meeting specifications World's Printing in the amount of \$819.40.

If additional information is required, please contact this office at 312-603-0259.

Sincerely,

Maureen Noonan
Director of Finance

/mn





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 1/24/2012	BUYER BEARD, BRENDA	BUYER PHONE 312 6035383	ORDER NO. 98850 OR	RESPOND BY 2/8/2012	Quotes must be in Bid Box by 10:00 A.M.	Page 1 of 2
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Vendor Address

4626846

TERMS AND CONDITIONS

Wayd's Printing
233 N. Michigan
Chicago, IL 60601

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

Adult.Probation - Administration
 Cook County Administration Offices
 69 W Washington Ste 1940
 Chicago IL 60602

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 10-15
 PHONE NUMBER 312-575-1401
 SIGNED BY Charles Walden
 (PLEASE PRINT)

DESCRIPTION	QUANTITY ORDERED	UNIT OF MEASURE	UNIT PRICE	EXTENDED PRICE
CHECK PAPER 8 1/2" X 11" Sheet with 3 checks per page. Detachable 1 - 3/4" stub on left side of each check Detachable 1/2" stub on top of each sheet. Check size when detached is 6-3/4" x 3-1/2". Printed with 348 green ink in pattern. Ink shall bleed on all four sides. Guillotine cutter shall be used to cut sheets. Packaged: 1,000 sheets per box, 3,00 total checks in a box. In each box, sheets shall be shrink wrapped in reams of 500 sheets each. Artificial watermark on back using Circuit Court of Cook County logo. Photostat of seal will be provided to successful vendor. The word "IOP" shall be printed in upper right corner of face of each sheet. Endorsement information shall be printed in gray on back of each check. Verbiage regarding watermark shall appear on front of each check. Checks shall be printed with "VOID" pantograph readily legible when photocopied. 24 pound docucheck watermark bond or equivalent water-stain paper. Optical character recognition/magnetic ink character recognition (OCR/MICR) guaranteed. Paper will be used on Hewlett Packard Laser Jet 2420 MICR Laser Printer. No substitutions will be accepted for paper. All perforations shall be 50 teeth per inch microperf.	10.00	BX	\$81.94	\$819.40

OFFICE USE ONLY	PURCHASE ORDER #	ADDITIONAL TERMS ON REVERSE SIDE	TOTAL
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**CHECK PAPER, DETACHABLE
ADULT PROBATION
DUE DATE: FEBRUARY 8, 2012 at 10:00 AM
Q-98850 OR BRENDA BEARD**

VENDOR NAME	VENDOR ADDRESS	BID AMOUNT	
01.	World's Printing	Chicago, IL	\$ 819.40
02.			
03.			
04.			
05.			
06.			
07.			
08.			
09.			
10.			
11.			
12.			
13.			
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18.			
19.			