

Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1676467

Vendor Name: K10 Medical Supply, LLC DBA ORTHOTAPE.c

Invoice Number: 9013

Invoice Date: 12/16/2022

PO Number: P0005280

Check Number: 0307203

Check Amount: \$ 5,194.50

Check Date: 01/18/2023

Voucher Number: V0767650

Document Type: AP Invoice

Document Below

K10 Medical Supply, LLC DBA Orthotape.com
49 Browns Cove Road STE 7
Ridgeland, SC 29936
(800)5809887
sales@orthotape.com
www.orthotape.com

Invoice

**BILL TO**

Colleen Gonzalez
College of DuPage
425 Fawell Blvd.
Glen Ellyn, IL 60137

SHIP TO

Colleen Gonzalez
College of DuPage
425 Fawell Blvd.
Glen Ellyn, IL 60137

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
9013	12/16/2022	\$5,194.50	01/15/2023	Net 30	

P.O. NUMBER

P0005280

QTY	DESCRIPTION	RATE	AMOUNT
1	CC7 - Complete CastSaw Cutter	5,194.50	5,194.50

BALANCE DUE

\$5,194.50

Make all check payable to:
K10 Medical Supply, LLC
DBA OrthoTape.com
49 Browns Cove RD STE 7
Ridgeland, SC 29936

[External] Fwd: College of DuPage PO No. P0005280 for Complete Cast Saw Cutter

OrthotapeDOTcom <sales@orthotape.com>

Fri, Dec 16, 2022 at 05:42 PM UTC

CC:

BCC:

CAUTION: This email originated from outside of COD's system. Do not click links, open attachments, or respond with sensitive information unless you recognize the sender and know the content is safe.

See attached invoice and Purchase order for payment.

OrthoTape.com
sales@orthotape.com
www.orthotape.com
Phone 843-321-8609

----- Forwarded message -----

From: **Casey, Kevin** <caseyk650@cod.edu>
Date: Tue, Dec 13, 2022 at 11:56 AM
Subject: College of DuPage PO No. P0005280 for Complete Cast Saw Cutter
To: sales@orthotape.com <sales@orthotape.com>
Cc: Gonzalez, Colleen <prolac@cod.edu>

Dear Vendor,

Please confirm receipt of PO **(Reply ALL)** and process accordingly .

Kindly follow thread below to view the College of DuPage (COD) Purchase Order presented for processing. To avoid any confusion, COD requests all packages include the PO # for each shipment.

Warehouse Hours Monday through Friday: 7:30am to 4:00pm
Shipping questions? Contact the COD Warehouse at: 630-942-2550

Invoicing

Procurement Services does not process payments.

The College of DuPage is making considerable efforts to move towards a more efficient and streamlined process for our vendor payments. Per our Purchase Order terms and conditions, please submit all invoices directly to our Accounts Payable Department.

Invoices must be sent in **PDF format** to invoicing@cod.edu **to ensure proper approval routing and expedited payments.**

Submission of Invoices Instructions

- Ø Invoices containing Purchase Order Numbers must clearly be indicated on the invoice
- Ø Electronic Invoices must be submitted in PDF format only
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Safer, Efficient, and Expedited Payments

ACH Payments

For safe, efficient, and faster processing of payments, we encourage our vendors to sign up to receive ACH payments through our secured website free of charge. ACH or Automated Clearing House is an electronic network for processing transactions. Once payments have been approved, they are directly deposited into vendor's accounts the following business day.

Please submit requests to purchasing@cod.edu

Invoice questions? Contact Accounts Payable at acctpays@cod.edu or 630-942-2228.

Thank you!

Procurement Services

Purchasing@cod.edu

2 attachments

Invoice 9013 P0005280.pdf

P0005280.pdf

INVOICE

Invoice ID: 0500-1356-7873

Vendor	K10 Medical Supply, LLC DBA ORTHOTAPE.com
Requester	Colleen Gonzalez [0052217 prolac]
Created By	Joyce Sekerka [0353607 sekerkaj]
Create Date	12/16/2022

Invoice Information

Vendor	K10 Medical Supply, LLC DBA ORTHOTAPE.com [1676467]
Invoice Number	630-942
Invoice Date	12/13/2022
Invoice Amount	5,194.50 USD
Check Memo	Ship To - Attn: Esperanza (Ranzie) Wilson, HSC 1220 Transaction Name: Surgical First Assistant - Cast Saw 12/13 /2022 10:10 CT Kevin Casey - Attachments: Two Quotes: OrthoTape: \$5,194.50 Grayline Med
PO Number	0700-0110-7119

Invoice Notes

J Sekerka 12/16/2022 11:43 AM
Email address of sender: sales@orthotape.com.
Email received timestamp: 12/16/2022 17:43 GMT

Allocation Details

Amount [USD]

PO Item	5,194.50
Amount To Be Expensed	5,194.50

Line	0001
Description	CC7 - Complete Cast Saw Cutter
Override Tkpr	Chrome River College of DuPage [Creator chromeriver chromeriver]
Invoice Quantity	1
U/M	Each
Unit Price	5,194.50

Amount (USD)

Expense Summary

PO Item	
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5,194.50

Purchase Order



Purchase Order #: P0005280

K10 Medical Supply, LLC DBA
ORTHOTAPE.com

Order Total: 5,194.50 USD

Date: 12/13/2022
Transaction #: 3165582
Authorized By: Kevin CaseyRequested By: Colleen Gonzalez
Requester Email: prolac@cod.edu
Phone: 630-942-2994Supplier Address:
K10 Medical Supply, LLC DBA
ORTHOTAPE.com
49 Browns Cove Road
STE 7
Ridgeland, South Carolina 29936
United States
Attn: Richard A. Katenhusen
Phone:Ship To:
College of DuPage
College of DuPage Shipping & Receiving
425 Fawell Blvd.
Glen Ellyn, IL 60137
United States
Attn: Esperanza (Ranzie) Wilson, HSC 1220
Phone: 630-942-2238Bill To:
College of DuPage
College of DuPage Accounts Payable
425 Fawell Blvd.
Glen Ellyn, IL 60137
United States
Attn: invoicing@cod.edu
Phone: 630-942-2228

Order Comments:

Line #	Item #	Description	UOM	QTY	Unit Price	Line Total
1	CC7	CC7 - Complete Cast Saw Cutter	Each	1	5,194.50 USD	5,194.50 USD

Ship To Attn: Esperanza (Ranzie)
Wilson, HSC 1220

Subtotal: 5,194.50 USD

Tax: 0.00 USD

S & H: 0.00 USD

Order Total: 5,194.50 USD

General Terms

PLEASE NOTE: ALL SHIPMENTS ARE REQUIRED TO BE DELIVERED TO WAREHOUSE SERVICES. FAILURE TO COMPLY WILL JEOPARDIZE OR DELAY THE PAYMENT PROCESS.

EXCEPTIONS WITH PRIOR APPROVAL BY PROCUREMENT SERVICES WILL PRINT ON THE P.O.

1. F.O.B. DESTINATION unless otherwise indicated under Purchase Order Comments.

2. College of DuPage will only accept electronic invoices in PDF format. Invoices must reference the COD Purchase Order Number. Invoices are to be emailed to invoicing@cod.edu, with one document per email. For questions about payment status or other inquiries, please email acctpay@cod.edu or call 630-942-2228.3. All payments are processed via ACH transfer weekly. You are strongly encouraged to set up your ACH account upon receipt of this PO to avoid unnecessary payment delays. A letter will be sent to you under a separate cover that outlines the set-up instructions, your log-in, and your temporary password. Invoices must be received in an electronic format at least three weeks prior to the due date and are to be emailed to invoicing@cod.edu. Paper checks are issued once a month. A paper check will be issued to foreign vendors that are not eligible for ACH transfer.

4. All invoices must be provided to the College for services rendered directly to the College. Undisputed invoices will be paid within sixty (60) days of receipt of properly submitted invoices, in accordance with the Local Government Prompt Payment Act.

5. All solicitations must be directed to the Purchasing Department. Any vendor selling directly to any faculty or staff member, without prior authorization from the Purchasing Department will be removed from our vendor list.

6. College of DuPage is exempt from payment of the Retailers' Occupation Tax, the Service Occupation Tax (both state and local), the Use Tax, and the Service Use Tax. The College's Tax Exemption Identification Number is E9997-3391-05.

7. If unable to ship and/or deliver as required, advise the Purchasing Department immediately with full details at 630-942-2217.

8. All packages shall clearly indicate the purchase order number and contain a packing list of all contents with itemized descriptions.

9. All shipments are accepted subject to inspection and approval by the College of DuPage.

Page 1

10. Any company/organization to be awarded a contract for goods and/or services must be in compliance with the fair employment practice act and all rules & regulations thereunder.

11. Suppliers are required to comply with executive orders 11246, 11375, The Rehabilitation Act of 1973, and the Vietnam Readjustment Act of 1974.

12. All contracts for construction work are subject to the provisions of 820 ILCS 130, ch. 48, Par. 39s-1 through 39s-12, providing for payment of the prevailing rate of wages to laborers, workmen & mechanics. The Contractor shall submit to the College, monthly certified payroll records for all workers and sub-contractors utilized for the project.

13. This Agreement is the entire agreement between the College of DuPage ("Customer") (including Customer's employees and other End Users) and Vendor ("Seller") unless specifically indicated and supported by previously mutually approved terms. In the event that Seller enters into terms of use agreements or other agreements, policies, or understandings, whether on Seller's purchase order, website, electronic, click-through, verbal or in writing, with Customer's employees or other End Users, such agreements shall be null, void and without effect, and the terms of this Agreement shall apply. The customer will not be bound to any other terms and conditions set forth in any documents, agreements, or policies posted on the Seller's website unless such terms and conditions are also set forth in this Agreement. Seller may not unilaterally change any term or condition of this Agreement.

Powered By: ESM Solutions.

OrthotapeDOTcom <sales@orthotape.com>

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Purchasing@cod.edu

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