

Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1575094

Vendor Name: National Board for Respiratory

Invoice Number: P0372773

Invoice Date: 03/11/21

PO Number: P0372773

Check Number: 0279176

Check Amount: \$ 3,800.00

Check Date: 04/13/2021

Department ID: 00257

Reviewer Name:

Voucher Number: V0665027

Redaction Type: None

Document Type: AP Invoice-3 Way/Pre-Approved

Document Below

From: Dando, Anne Marie <dandoa@cod.edu>
Sent: Thu Mar 11 11:31:59 CST 2021
To: invoicing@cod.edu
CC: langj@cod.edu
Subject: Check Enclosed Request PO#372773 - Jessica Lang 3-11-21 amd.pdf

Hello,

The attached purchase order and check enclosed has been ordered by Jessica Lang. Kindly work directly with her as needed.

Thank you.

Best,

Anne Marie Dando

Procurement Services Assistant



425 Fawell Blvd. | Glen Ellyn, IL 60137-6599 | USA

T: (630) 942.2813 | dandoa@cod.edu

[Click Here for current bids/Rfps!](#)

[COD: Check out our Team Site!](#)

[attachment: Check Enclosed Request PO#372773 - Jessica Lang 3-11-21 amd.pdf]

Bill To:**College of DuPage**

College of DuPage Accounts Payable
425 Fawell Blvd.
Glen Ellyn, IL 60137

Accounts Payable, SRC2049
Phone: 630-942-2228
Fax: 630-858-9078

Vendor:

1575094
National Board for Respiratory Care Inc
10801 Mastin St Ste 300
Overland Park, KS 66210

**Check Enclosed Request - Vendor requires
payment before delivery of vouchers.
3/11/21 amd**

PURCHASE ORDER

372773

Page: 1

Release Method: Hard Copy

Release Date: 03/11/2021

Created Date: 03/11/2021

Ship To:

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

Purchasing, Manager

Attn: Ami Lucky

Phone: 913-440-4491

Fax:

Phone: (630) 942-2217

Fax: (630) 942-3750

Deliver To: Barb Coe, HSC 1220

AP VERIFIED
03/12/21 - BETHANY CRUSE

PO Created By: Dando, Anne Marie

Purchase Order Comments:

Requisition Number(s): 684044

Requisitioner Name(s): Jessica Lang

#	Vendor Item	QTY	UOM	Description	Unit Price	Total Price
1		20	Each	TMC Examination Vouchers	\$190.00	\$3,800.00

Deliver To: Barb Coe, HSC 1220

Sub Total: \$ 3,800.00

Total: \$ 3,800.00

Account Code Summary

Account Code	Account Description	Amount
01-10-00257-5401002		\$3,800.00

Terms and Conditions:

1. F.O.B. DESTINATION unless otherwise indicated under Purchase Order Comments.
2. College of DuPage will only accept electronic invoices, which can be in any format, including but not limited to PDF, Word, Excel. Invoices must reference the COD Purchase Order Number. Invoices are to be emailed to invoicing@cod.edu. 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 on a weekly basis. 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 separate cover which outlines the set-up instructions, your log-in, and 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 to the Contractor, 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 E9997-3391-06.
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 College of DuPage.
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. Contractor shall submit to the College, monthly certified payroll records for all workers and sub-contractors utilized for the project.



Payment Information

Please select the examination type and enter the quantity of vouchers you would like to purchase and then select 'Submit'. The total voucher purchase must be less than \$10,000. If the amount exceeds this, multiple purchases will be necessary.

Vouchers available for purchase

TMC New Examination Fee @\$190.00

Qty

20

Email

Company (optional)

First Name

Last Name

Card Number

Exp. Date

CCV

Address

City

State

Zip/Postal Code

By clicking Submit, I agree to pay \$3,800.00 according to the cardholder agreement.

Cancel

Submit