

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1084587
Vendor Name: Follett Higher Education
Invoice Number: P0000094
Invoice Date: 7/15/2021
PO Number: P0000094
Check Number: E0086741
Check Amount: \$ 1,897.08
Check Date: 10/27/2021
Voucher Number: V0711700
Document Type: AP Invoice

Document Below

Purchase Order

Purchase Order #: P0000094

Order Total: 191.52 USD



College of DuPage

FOLLETT HIGHER EDUCATION

Date: 07/15/2021
Transaction #: 2468050
Authorized By: Jordan Towne

Requested By: Ashley McLaughlin
Requester Email: mclaughl@cod.edu
Phone: 630-942-2209

Supplier Address:
FOLLETT HIGHER EDUCATION
College of DuPage Bookstore
3146 Solutions Center
Chicago, Illinois 60677-3001
United States
Attn: Unknown Unknown
Phone: 999-999-9999

Ship To:
College of DuPage
College of DuPage Shipping & Receiving
425 Fawell Blvd.
Glen Ellyn, IL 60137
United States
Attn: Ashley McLaughlin
Phone: 630-942-2238

Bill 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		Remote Pilot Test Prep 2021- UAS: Study and Prepare; ASA Test Prep Board, Aviation Supplies & Academics, Incorporated Textbooks for class Ship To Attn: Ashley McLaughlin	Each	12	15.96 USD	191.52 USD

Subtotal: 191.52 USD

Tax: 0.00 USD

S & H: 0.00 USD

Order Total: 191.52 USD

General Terms

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.

FOLLETT'S COLLEGE OF DUPAGE BOOKSTORE

COLLEGE OF DUPAGE

SRC BUILDING

425 FAWELL BOULEVARD

GLEN ELLYN, IL 60137-6784

PHONE
630/942-2361

FAX
630/942-4349

STORE
NO. 0784

[illegible]

No.784

Received by

Follett's COD Bookstore
425 Fawell Blvd - SRC Building
Glen Ellyn
IL, 60137
(630) 942-2360
0784mgr@fhcg.follett.com
www.efollett.com

ITEM	QTY	PRICE	TOTAL
New			
Remote Pilot Test Prep 2021			
023404229	12@	\$19.95	\$191.52 T
Discount 20.00%			(3.99)
PL - Department Discount-20%			

Subtotal	\$239.40
Total Discount	(47.88)

Total Sales Tax	\$0.00
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Total	\$191.52
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ARHousecharge	\$191.52
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Major Acct:606
Student ID:000094
Student Name: Cont Edu
Major Account Name:COD Department Purchase

Signature: _____
I am liable for any financial charges to the campus regarding my student status and restricted merchandise in connection with my financial aid account.

Items Purchased: 12

YOU SAVED \$47.88

Total Tender	\$191.52
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"Shaba Patel (0784)" <s.patel@follett.com>

[External] Follett's College of DuPage bookstore- Dpt purchase billing PO# 000094

"Shaba Patel (0784)" <s.patel@follett.com>

Thu, Oct 14, 2021 at 07:42 PM GMT

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.

Good Afternoon

Please see the attachment for department purchase billing

To whom it may concern.

Follett Higher Education Group is converting Accounts Receivable payments process. **You will be mailing your payments to the central lock box where the payments will be deposited in lieu of the bookstore.** Please include a copy of billing letter with your payment. If you have any questions, please feel free to contact me at your convenience.

We would like to thank you for your partnership in providing quality educational materials for the students at the College of DuPage.

The attached invoices for this term are now due within 30 days from this notice.

Follett's College of DuPage Bookstore Department Purchase

PO# 000094

TOTAL DUE: \$ 191.52

Please make your check payable to:

**Follett Higher Education Group
College of DuPage Bookstore
Store # 784
3146 Solution Center
Chicago, IL 60677-3001**

Thanks,

Shaba Patel

Follett's College of DuPage

Bookstore # 784

Operations Manager

Phone : (630) 942 4347

Fax : (630) 858 2982

s.patel@follett.com

Shaba Patel

Operations Manager

Folletts College of DuPage Bookstore

425 Fawell Blvd

Glen Ellyn IL 60137

(630) 942-4347

s.patel@follett.com

2 attachments

Outlook-bakiyblc.png


img-211014152045.pdf

Information:

Drawer: Accounts Payable - Invoices
Vendor Number: 1084587
Vendor Name: Follett Higher Education
Invoice Number: P0000858
Invoice Date: 9/28/2021
PO Number: P0000858
Check Number: E0086741
Check Amount: \$ 1,897.08
Check Date: 10/27/2021
Voucher Number: V0711768
Document Type: AP Invoice

Document Below

purchase order

 https://eprocurement.esmsolutions.com/uploadedimages/519_le_logo_637339597283928158.jpg

FOLLETT HIGHER EDUCATION

College of Dupage Bookstore

3146 Solutions Center

Chicago, IL 60677-3001

United States

Attn: Unknown Unknown

Phone: 999-999-9999

Ship To

College of DuPage

College of DuPage Shipping & Receiving

425 Fawell Blvd.

Glen Ellyn, IL 60137

United States

Attn: Ashley McLaughlin

Phone: 630-942-2238

Date: 09/28/2021

Purchase Order #:

P0000858

Transaction #:

2574573

Requested By:

Ashley McLaughlin

Requester Email:

mclaughl@cod.edu

Authorized By:

Anne Marie Dando

Blanket Order:

Bill 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
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1		MindTap for Cable/Freund/Monk/Sebok/ Starks/Vermaat's The Shelly Cashman Series Collection, 1st Edition	Each	4	160.00 USD	640.00 USD
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Ship To Attn: Ashley McLaughlin

MFG/Provider
Cengage Learning
MFG/Provider
Part
9780157026229

2		Advanced Microsoft Word 2016: Desktop Publishing	Each	4	124.80 USD	499.20 USD
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Ship To Attn: Ashley McLaughlin

MFG/Provider
EMC PARADIGM/ order from Kendall Hunt
MFG/Provider
Part
9780763874322

3		Benchmark MS Word 365/2019 lvl 3 w/Cirrus Access (Lvl3)	Each	4	137.60 USD	550.40 USD
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Ship To Attn: Ashley McLaughlin

MFG/Provider
EMC PARADIGM/ order from Kendall Hunt
MFG/Provider
Part
9780763889227

4		Delivery Fee for MindTap for Cable/Freund/Monk/Sebok/ Starks/Vermaat's The Shelly Cashman Series Collection, 1st Edition	Each	4	3.99 USD	15.96 USD
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Ship To Attn: Ashley McLaughlin

Subtotal:	1,705.56
	USD
Tax:	0.00 USD
S & H:	0.00 USD
Order Total:	1,705.56
	USD

General Terms

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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.

**COLLEGE OF DUPAGE
SRC BUILDING
425 FAWELL BOULEVARD
GLEN ELLYN, IL 60137-6784**

STORE
NO. 0784

No.784

Received by

Follett's COD Bookstore
 425 Fawell Blvd - SRC Building
 Glen Ellyn
 IL, 60137
 (630) 942-2360
 0784mgr@fhcg.follett.com
 www.efollett.com

ITEM	QTY	PRICE	TOTAL
New			
Benchmark MS Word 365/2019 1v1			
021716434	40	\$172.00	\$550.40 T
Discount 20.00%			(34.40)
PL - Department Discount-20%			

New			
Advanced Microsoft Word 2016			
017640627	40	\$156.00	\$499.20 T
Discount 20.00%			(31.20)
PL - Department Discount-20%			

Subtotal \$1,312.00

Total Discount (262.40)

Total Sales Tax \$0.00

Total \$1,049.60

ARHousecharge \$1,049.60

Major Acct:606
 Student ID:000858
 Student Name: Cont Edu
 Major Account Name:COD Department Purchase

Signature: _____
 I am liable for any financial charges to the campus regarding my student status and restricted merchandise in connection with my financial aid account.

Items Purchased: 8

YOU OWE \$262.40

(800) 542-2300
0784mgr@fheg.follett.com
www.efollett.com

ITEM	QTY	PRICE	TOTAL
MindTap for Cable/Freund/Monk/ 020641070	10	\$160.00	\$160.00 N
Duration(days): Unlimited			
Download Provider: APCEN			

Digital Delivery Fee 023164209	10	\$3.99	\$3.99 N
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MindTap for Cable/Freund/Monk/ 020641070	10	\$160.00	\$160.00 N
Duration(days): Unlimited			
Download Provider: APCEN			

Digital Delivery Fee 023164209	10	\$3.99	\$3.99 N
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MindTap for Cable/Freund/Monk/ 020641070	10	\$160.00	\$160.00 N
Duration(days): Unlimited			
Download Provider: APCEN			

Digital Delivery Fee 023164209	10	\$3.99	\$3.99 N
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MindTap for Cable/Freund/Monk/ 020641070	10	\$160.00	\$160.00 N
Duration(days): Unlimited			
Download Provider: APCEN			

Digital Delivery Fee 023164209	10	\$3.99	\$3.99 N
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Subtotal			\$655.96
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Total Sales Tax			\$0.00
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Total			\$655.96
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ARHousecharge			\$655.96
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Major Acct:606
Student ID:000858
Student Name: Cont Edu
Major Account Name:COD Department Purchase

Signature:
I am liable for any financial charges to the campus regarding my student status and restricted merchandise in connection with my financial aid account.

eBook Download Information:

Title:MindTap for Cable/Freund/Monk/
Content ID:000000191502381145
Transaction ID:007841083789210929
DTM.DDTTDLQDSCMM?

"Shaba Patel (0784)" <s.patel@follett.com>

[External] Follett's College of DuPage bookstore- Dpt purchase billing PO# 000858

"Shaba Patel (0784)" <s.patel@follett.com>

Thu, Oct 14, 2021 at 07:29 PM GMT

CC:

BCC:

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Good Afternoon

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Follett's College of DuPage Bookstore Department Purchase

PO# 000858

TOTAL DUE: \$ 1,705.56

Please make your check payable to:

**Follett Higher Education Group
College of DuPage Bookstore
Store # 784
3146 Solution Center
Chicago, IL 60677-3001**

Thanks,

Shaba Patel

Follett's College of DuPage

Bookstore # 784

Operations Manager

Phone : (630) 942 4347

Fax : (630) 858 2982

s.patel@follett.com

Shaba Patel

Operations Manager

Folletts College of DuPage Bookstore

425 Fawell Blvd

Glen Ellyn IL 60137

(630) 942-4347

s.patel@follett.com

2 attachments

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