

Governmental Joint Purchasing Contract Request (30 ILCS 525/2(a-15))

Background

Pursuant to <u>30 ILCS 525/2(a-15)</u>, a governmental entity of the State of Illinois ("Requesting Governmental Entity") may request to use a contract under the jurisdiction of the Chief Procurement Officer for Public Institutions of Higher Education (CPO). Before approval, the CPO shall consult with the university party to the existing contract.

A governmental entity utilizing a contract pursuant to 30 ILCS 525/2(a-15) must report to the CPO the contractor used, supplies leased or purchased, and the total value of purchases for the resulting contract by October 1st, annually.

PART I

Part I must be completed by the requesting governmental entity prior to use of the contract and submitted to the CPO for approval at <u>eec.cpohe@illinois.gov</u>.

Requesting Entity

Governmental Entity:			Phone Number:	
Contractor that will be us	sed:		Total Value:	
Supplies that will be leas purchased (attach additi documentation if necess	onal arv):			
University Party to the Existing Contract:		Bulletin #:		
Estimated Start Date:		Estimated End D	Date:	
Awarded Contractor:				
Requesting Entity Signate University (University Part The university party to th	y to the Existing Conti	Title ract) roves the use of the existing co	ontract: 🗌 Yes	Date
Signature		Printed Name		Date
Title		Email Address		Phone Number
Chief Procurement Officer				
Chief Procurement Office	No			
Signature	Printed Name	Title		Date

PART II (Annual Reporting by Requesting Entity)

PART II must be completed by the requesting entity identified in PART I and submitted to the CPO at <u>eec.cpohe@illinois.gov</u> by October 1st, annually.

Contractor Used:	ontractor Used:		Total Value of Lease or Purchase:		
Actual Start Date:		Actual End Date:			
Supplies that were leased or purchased (attach additional documentation if necessary):					
Requesting Entity Signatu	e Printed Name		Date		