



STATE OF ILLINOIS  
CHIEF PROCUREMENT OFFICE GENERAL SERVICES

**ACCESS REQUEST FOR THE ILLINOIS PROCUREMENT BULLETIN ARCHIVE**

- USER REQUEST:**  Add User  
 Delete Existing User\*

The original IL Procurement Bulletin (IPB) located at [www.purchase.state.il.us](http://www.purchase.state.il.us) served as the Chief Procurement Officer for General Services' (CPO-GS) statutorily mandated bulletin. The web-based solution provided for public-facing access to procurement information and password protected input and storage of procurement information.

The original version of the IPB has been decommissioned and records within the password protected area are now located in the IPB Archive located at <https://ilgov.sharepoint.com/sites/eecipbarchive>.

**USER ATTESTATION:**

I require access to the Illinois Procurement Bulletin Archive in order to perform my official duties as they relate to procurement on behalf of the Agency/Entity named below. I hereby acknowledge that the IPB Archive may contain social security numbers, tax information, and other information that is confidential in nature and cannot be used for any purpose other than those required in the performance of my official duties. I further agree that, upon termination of my employment, I shall not retain copies, notes nor abstracts of the forgoing. I acknowledge that I am bound by the Identity Protection Act, 5 ILCS 179/1 *et. seq.*, and by my Agency's/Entity's identity protection policy established pursuant to the Identity Protection Act. I further acknowledge that improper dissemination of confidential information contained in the IPB Archive may subject me to discipline, up to and including discharge, and may potentially subject me to criminal liability.

**USER INFORMATION:**

User's Name and Title	<input type="text"/>
User's Email	<input type="text"/>
Agency/Entity:	<input type="text"/>
Address, City, Zip Code	<input type="text"/>
Phone Number	<input type="text"/>

User Signature	<input type="text"/>	Date	<input type="text"/>
----------------	----------------------	------	----------------------

**APPROVALS:**

Agency/Entity Head or Designee Name and Title	<input type="text"/>		
Agency/Entity Approver Signature	<input type="text"/>	Date	<input type="text"/>
CPO-GS or Designee Signature	<input type="text"/>	Date	<input type="text"/>

Please email this form to the Chief Procurement Office for General Services. You will receive email confirmation once your access has been granted.

EMAIL: Dianne Richman at [Dianne.Richman@illinois.gov](mailto:Dianne.Richman@illinois.gov)

\*Note: Inactivity in the IPB Archive of one year or more may result in automatic deletion. A new form will be required to reactivate user's access.