



## Procurement Bidding Guidelines

1. The **Illinois Gaming Board (IGB)** is our governing body. All vendors, both gaming and nongaming, will be required to understand and abide by the vendor-specific rules and regulations set forth by the IGB. Please visit [www.igb.illinois.gov/regs/](http://www.igb.illinois.gov/regs/).

2. **Vendor Information Packet** - All vendors are required to complete a Vendor Profile form and an IRS Form W-9. Depending on factors used to categorize vendors and value of the anticipated spend per calendar year from a vendor, the vendor may also be required to submit in-depth personal and company background information and authorize background checks for owners and officers/directors. These investigations will require disclosure of personal information.

3. **Supplier Diversity** – If your company is 51% owned and operated by minorities and/or women and/or persons with disabilities (MBE/WBE/DBE), we ask for a copy of your third-party certification. This should be submitted along with the completed Vendor Profile form.

4. **Bidding/Request for Proposal (RFP)** – Jumer's Casino & Hotel bids our goods and/or services based on the following criteria:

- a. Purchases/Contracts over \$5,000 will require written bids from at least two vendors, those over \$20,000 will require written bids from at least three vendors
- b. An RFP will be issued indicating the scope of the purchase/contract
- c. All bids must be received no later than the date and time indicated
- d. All bids must be received in hard copy or electronic format utilizing Microsoft Word or Excel.

5. **Terms & Conditions** are available on our website: [www.riverscasino.com](http://www.riverscasino.com). Choose "Vendors" tab.

Thank you for offering your goods and/or services to Jumer's Casino & Hotel in Rock Island, Illinois.

Robert Maddelein  
Purchasing Manager  
777 Jumer Drive, Rock Island, IL 61201  
309.756.4776 [vendor-registration@jumerscri.com](mailto:vendor-registration@jumerscri.com)

---

777 Jumer Drive • Rock Island, IL 61201 • 309-756-4600 • 800-477-7747 • [www.jumerscasinohotel.com](http://www.jumerscasinohotel.com)



If you or someone you know has a gambling problem, crisis counseling and referral services can be accessed by calling 1-800-GAMBLER (1-800-426-2537).