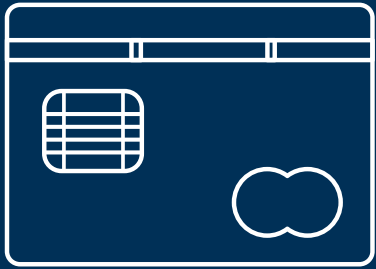


Summary of Procurement Limits

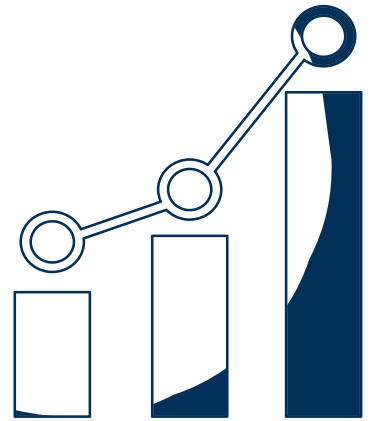
0 - \$4,999



- Use University contract vendor if available.
- If no University contract available, use University approved cooperative contract.
- If no University or cooperative contract available, use a micro vendor (unless good/service is on the exemption list) Only one quote required.*
- If allowable, use PCard. If not, enter requisition in eVA.

\$5,000 - \$10,000

- Enter requisition into eVA.
- Use University contract vendor if available.
- If no University contract available, use University approved cooperative contract.
- If no University or cooperative contract available, use a micro vendor (unless good/service is on the exemption list). Only one quote required.*



\$10,000 - \$100,000



- Enter requisition into eVA.
- Use University contract vendor if available.
- If no University contract is available, Procurement Services may initiate a solicitation process and award in accordance with Executive Order 35.

GREATER THAN \$100,000

- Enter requisition into eVA.
- Procurement Services will issue a formal solicitation.



*Exemptions: Promo, Printing, Skilled Trades

See Procurement Services website for specific guidance.