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|  | **Agency Acquisitions Exceeding $100,000 Quarterly Report** |

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| This form shall be submitted quarterly to the Central Purchasing Division for the purpose of reporting any contracts exceeding $100,000 awarded by a state agency pursuant to 74 O.S. §85.5(T). Report due dates are: March 31; June 30; September 30; and December 31st. Submit form to: CP.feedback@omes.ok.gov |
| **Agency Name:** |       | **Agency Number:** |       | **Report Date:** |       |
|  |
| **Purchase Order Number** | **Supplier/Vendor** |  | **Description of Purchase** | **Total Purchase Amount** | **Contract Start Date** | **Contract End Date** |
|       |       |       | $      |       |       |
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| Comments: |       |
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| The undersigned, being authorized to sign and file this report on behalf of the agency named herein, hereby affirms: (1) the contracts listed in this report were awarded in accordance with applicable state laws and OMES/Central Purchasing administrative rules; (2) the agency has subject matter experts on staff with the specialized expertise to purchase the goods or services described herein; (3) the agency possesses the necessary legal and procurement staff to procure and monitor the contracts; and (4) the Director of the Office of Management and Enterprise Services issued a certification that the purchase(s) did not conflict with consolidated statewide spend initiatives prior to contract award. |
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| Name of Person Filing Report: |       | Title: |       | Telephone: |       |
|  |  |       |
| Signature |  | Date |