



EDWARD M. BIRN
Director (Direktot)
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**DEPARTMENT OF
ADMINISTRATION**
DIPATTAMENTON ATMENESTRASION
PROCUREMENT POLICY OFFICE
(Ufisinan Direktot)
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LOURDES A. LEON GUERRERO
Governor (Maga'hága)
JOSHUA F. TENORIO
Lt. Governor (Sigundo Maga'láhi)

July 9, 2021

PROCUREMENT POLICY OFFICE (PPO)

Resolution: 2021-05

At the meeting duly convened on June 22, 2021 at 10:30 a.m., the members of the committee considered the following:

The Procurement Policy Office has determined that agencies should comply with the terms of 5GCA §5213. It is the decision of the PPO that the aspects of Small Purchases set forth in the legislation be followed by agencies seeking procurements within the limits established by that law. Accordingly, agencies will comply with the following policy:

1. Agencies will obtain three (3) conforming quotations for supplies requisitioned.
2. Agencies will compile the bid extract on the bid contract template and submit the bid obtained to GSA or to the head of a purchasing agency for those agencies not required to avail themselves of the processes of GSA. GSA or the head of the purchasing agency will have ten (10) working days to review the bid submitted. If no corrections are requested to comply with legislation or the policies of the Procurement Policy Office, GSA or the head of the purchasing agency will post and issue a purchase order to the awarded vendors on the next day following the tenth review day in accordance with the bids submitted.
3. Agency buyers will be required to complete refresher-training courses and to submit evidence of course completion to the Procurement Policy Office.

AGREED HERETO:



EDWARD M. BIRN

7/13/21

Date

STEPHANIE G. FLORES

Date

VINCENT P. ARRIOLA

Date

YUKARI HECHANOVA

Date

TOMMY C. TAITAGUE

Date

AGREED HERETO:



EDWARD M. BIRN

7/13/21

Date

STEPHANIE G. FLORES

Date



VINCENT P. ARRIOLA

7-15-21

Date


YUKARI HECHANOVA

Date

TOMMY C. TAITAGUE

Date

AGREED HERETO:



EDWARD M. BIRN

7/13/21

Date

STEPHANIE G. FLORES

Date

VINCENT P. ARRIOLA

Date



YUKARI HECHANOVA

7/15/2021

Date

TOMMY C. TAITAGUE

Date

AGREED HERETO:



EDWARD M. BIRN

7/13/21

_____ Date

_____ STEPHANIE G. FLORES

_____ Date

_____ VINCENT P. ARRIOLA

_____ Date

_____ YUKARI HECHANOVA

_____ Date



TOMMY C. TAITAGUE

7.13.2021

_____ Date