



**Department of General Services
Procurement Division**

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**TO: Purchasing Authority Contacts (PACs)
Procurement and Contracting Officers (PCOs)**

**RE: Revision to the State Contracting Manual, Volume 2, Chapter 2.A2.3, 2.A2.4,
2.A2.5 and Volume 3, Chapter 2.A2.2, 2.A2.3, 2.A2.4, Avoid Making a Gift of
Public Funds**

In accordance with the Governor's memo dated February 18, 2011, this Broadcast Bulletin announces a change to the policy in the State Contracting Manual regarding the procurement of personal items.

The changes can be viewed at:

[SCM, Vol. 2](#)

[SCM, Vol. 3](#)

If you have any questions regarding this notification, please contact:

Office of Policies, Procedures, and Legislation
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