

E-COMMERCE / E-GOVERNMENT SERVICES
ORDERING PROCEDURES



State of California • Department of General Services • Gray Davis, Governor
P R O C U R E M E N T D I V I S I O N
707 3rd Street, 2nd Floor • West Sacramento, California 95605 • (916) 375-44

STATE OF CALIFORNIA
MULTIPLE AWARD CONTRACT
SUPPLEMENT 5

December 10, 2002

CONTRACT NOS:	EPQE-02-70-0001 through EPQE-02-70-0158
COMMODITY:	PREQUALIFIED POOL OF E-COMMERCE / E-GOVERNMENT CONTRACTORS
CONTRACTORS:	ENTIRE PREQUALIFIED POOL
EFFECTIVE:	SEPTEMBER 18, 2000 TO SEPTEMBER 18, 2003
DISTRIBUTION CODE:	EDP CONTACTS, LOCAL AGENCY LIST MULTIPLE AWARD CONTRACTORS, PD CENTRAL RECORDS
NOTE: Electronic version of all documents associated with this Multiple Award Contract can be found on the DGS/PD Internet web page: http://www.pd.dgs.ca.gov/multiawards/ecommerce.htm	

This Supplement is being issued to clarify the state's position relative to providing copies of RFPs issued under this Multiple Award Contract to any certified small business or lower Category Prequalified E-commerce firm who wishes one. Please see the attached pages for additional information.

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**DIANA LABONTE, ACTING MANAGER,
TECHNOLOGY ACQUISITIONS SECTION**

USER GUIDE
(Formerly entitled “Ordering Procedures”)
(Supplement Number 5)

**FOR USE OF THE
PREQUALIFIED
E-COMMERCE / E-GOVERNMENT
CONTRACTORS**

(For contracts less than
\$500,000.00)

MULTIPLE AWARD CONTRACT

December 10, 2002

**MISSION STATEMENT
PROCUREMENT DIVISION**

To provide professional, value-added procurement and materials management services, using effective innovative processes that result in continuous customer satisfaction while maintaining public trust with the assurance that each tax dollar will be used in the most efficient manner.

A. PURPOSE OF THIS SUPPLEMENT

This supplement is being issued to reflect policy changes related to the advertising requirement for Category 3 and 4 projects.

AS OF THIS SUPPLEMENT, WHEN AN AGENCY ADVERTISES A PROJECT ON THE CALIFORNIA STATE CONTRACTS REGISTER, OR IF THE AGENCY RECEIVES APPROVAL TO EXEMPT THE PROJECT FROM ADVERTISING, THEY SHOULD PROVIDE COPIES OF ITS RFP TO ANY E-COMMERCE CONTRACTOR WHO REQUESTS IT, EVEN IF THE PROJECT REQUIRES AND THE AGENCY WILL ONLY ACCEPT BIDS FROM A CATEGORY 3 OR 4 CONTRACTOR. THIS PROCESS ALSO APPLIES TO ANY CALIFORNIA CERTIFIED SMALL BUSINESS OR DISABLED VETERAN BUSINESS ENTERPRISE WHO REQUESTS A COPY OF THE RFP, IN AN ATTEMPT TO BECOME A SUBCONTRACTOR TO THE PRIME CONTRACTOR.