

## **SAM-PURCHASES (Cont.d)**

**GREASES** (SAME AS SAM SECTION 3681)

### **LUBRICATING OIL**

#### **AUTOMOTIVE**

**3689.1**

(Reviewed 12/12)

Lubrication oil to be used in State-owned automotive equipment (other than law enforcement or heavy-duty equipment) will be a heavy-duty type of detergent multiviscosity oil. The oil will be purchased from contract sources, including the following:

1. The current service station contract.
2. Department of General Services State Garages.
3. Any other State source securing oil on the bulk contract.

Lubrication oil purchases will be in compliance with the annual contract terms with the following exceptions:

1. In connection with a repair requiring the draining of oil or with a 12,000 mile preventive maintenance service at a dealership of the make of car being serviced.
2. With credit cards that have been authorized by the Department of General Services because the contracting company facilities are not available in certain areas.
3. If the available facilities of the contract company will not accommodate outside vehicles.
4. Purchases from State facilities.

If purchases not in conformity with the contract terms or these exceptions are made, the officers and employees who purchase the oil will be required to personally pay the difference between the contract price and the price billed to the State.