

SAM-PURCHASES

GENERAL

3500

(Revised 3/14)

The Procurement Division ([PD](#)), Department of General Services, is responsible for every purchase of non-IT supplies or equipment in excess of \$100 and for contracts for purchases for every State agency with such exception as stated in Public Contract Code Sections [10295](#), [10298](#), [10430](#), and [12100.5](#).

The Procurement Division will also assist agencies in making determinations relative to the appropriate method of acquisition of their equipment needs. The office will also provide effective means of acquiring equipment whether the acquisition is to be made by purchase or through non-purchasing techniques.