

SPO ALERT

Date: April 5, 2016

To: State Agencies

From: State Procurement Office

Re: Selecting a Distributor for Blanket Releases

In an effort to help understand the process of selecting distributors for Blanket Releases, the ProcureAZ Help Desk has created a Quick Reference Guide providing a step by step account of how the process works. Certain contract within ProcureAZ are being set up with the functionality to send the PO directly to the distributor rather than the Contracted Vendor.

Should you need additional assistance please contact the ProcureAZ Help Desk at procure@azdoa.gov.