PURCHASE ORDER

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| --- | --- | --- | --- | --- | --- |
| State Entity: |  | Date: |  | P.O. Number: |  |
| Vendor Name: |  | Delivery Date: |  | RFQ Ref No. (if applicable): |  |
| Vendor Address: |  | Contact Person: |  | Payment Terms: |  |
| Vendor Phone: |  | Vendor Fax: |  | Vendor E-mail: |  |

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| --- | --- | --- | --- |
| Deliver Items To: |  | Bill To: |  |

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| --- | --- | --- | --- | --- | --- |
| Item No: | NIGP Code: | Description: | Qty/Unit: | Unit Price: | Total Price: |
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| Division Director: | Division Procurement Personnel: | State Entity Procurement Officer: |
|  |  |  |
| Account: | Organization: | Tax ID Number: |
|  |  |  |
| Other: | | |
| Select One (1) Purchase Order Type:  Exempt (EXM) Intergovernmental Agreement (IGA) Statewide Contract – Mandatory (SWCM) Statewide Contract - Convenience (SWCC) State Entity Contract (AC) Statutory Mandatory (MAN) GEPS Preferred (PRF) State Entity Contract Piggyback (ACP) State Entity Cooperative/Consortia Contract (ACC) Open Market Purchase (OMP)  Multiple Purchase (MUL) Sole Source (SS) Sole Brand (SB) Construction (CSN) Emergency (EMER) | | |