



**State of Georgia
Department of Administrative
Services
State Purchasing**

Official Announcement #04-16

FROM: Lisa Eason 
Deputy Commissioner

DATE: February 15, 2016

TO: Purchasing Directors, Agency and University Procurement Officers (APOs/CUPOs);
State Procurement Staff

RE: Fiscal Year-End Deadline

Each year, purchasing personnel throughout the state work diligently to meet their customers' needs to process requests while meeting agency or university operational requirements. We are approaching the end of the fiscal year and are confronted again with the realities of processing times.

The deadline for the State Purchasing Division to accept entity RFP solicitations that need to be encumbered with FY16 funds is **Friday, March 18, 2016**. If there are any questions or concerns about this deadline, please contact: processimprovement@doas.ga.gov.