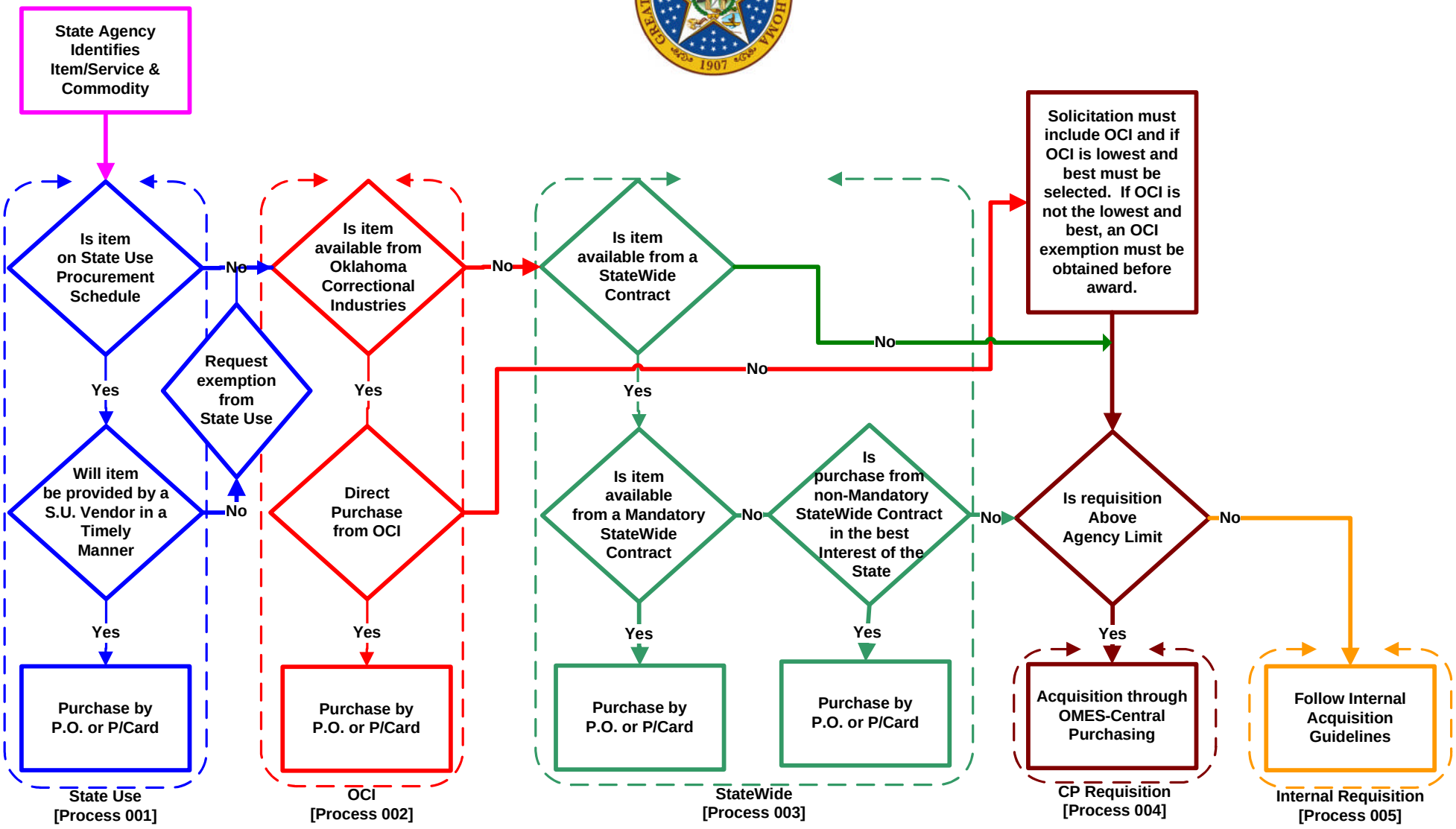
State Agency Identifies Item/Service & Commodity
Is item on State Use Procurement Schedule
No
Yes
Request exemption from State Use
Will item be provided by a S.U. Vendor in a Timely Manner
No
Yes
Purchase by P.O. or P/Card
State Use [Process 001]
Is item available from Oklahoma Correctional Industries
No
Yes
Direct Purchase from OCI
Yes
Purchase by P.O. or P/Card
OCI [Process 002]
Is item available from a StateWide Contract
No
Yes
No
Is item available from a Mandatory StateWide Contract
No
Yes
Purchase by P.O. or P/Card
Is purchase from non-Mandatory StateWide Contract in the best Interest of the State
No
Yes
Purchase by P.O. or P/Card
StateWide [Process 003]
Solicitation must include OCI and if OCI is lowest and best must be selected. If OCI is not the lowest and best, an OCI exemption must be obtained before award.
Is requisition Above Agency Limit
No
Yes
Acquisition through OMES-Central Purchasing
CP Requisition [Process 004]
Follow Internal Acquisition Guidelines
Internal Requisition [Process 005]