

@ -Staples Business Advantage, Applied Biosystems, Airgas/National Welders, Sigma-Aldrich, VWR International, Perkin-Elmer, CDW-G, DHL, FedEx, Grainger, MSC Industrial Supply, and GOGAS. Fisher Scientific is expected to be included soon. IT computer or printer orders should follow a separate work flow. **If the vendor is not in University Database, then Business Office will request Tax-ID Verification from the Vendor; Submit request to Central Purchasing to add Vendor to University Database. This may take 2 business days or more before an S# can be issued by the Business Office. ***If >\$10,000, Central Purchasing will invite formal bids and additional time is needed. If <\$10,000, Central Purchasing may take up to 2 weeks to issue a P.O.