



United States Department of the Interior



BUREAU OF LAND MANAGEMENT

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June 8, 2006

In Reply Refer To:
1510 (CA-944) P

EMS TRANSMISSION: 6/8/06
Information Bulletin No. CA-2006-020

To: All Employees

From: DSD, Support Services

Subject: Processing of Contracts and Agreements for the Remainder of FY2006 **DD: 7/21/2006**

The purpose of this Information Bulletin is to confirm the deadline for submission of requisitions (PRs) for contract and agreement requirements for action by the State Office Procurement Team.

The last date to submit PRs for contracts and/or agreements in FY2006 is **July 21, 2006**. This is a procedure used in previous years and should be familiar to all resource personnel, technical personnel, and managers.

This deadline is required due to lead times essential for advertising and awarding the procurement. Packages submitted after the deadline will be processed in the order received and may not be awarded in FY 2006. Please ensure that the advance procurement plan has been updated for your requirements at or above \$ 25,000 for FY06, the site location is <http://bps.blm.gov>.

All questions regarding this IB may be addressed to Julia Lang, State Procurement Analyst at (916) 978-4527.

Signed by:
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