



CPO Announcement

**State of Oklahoma
Office of Management and Enterprise Services**

DATE: Sept. 4, 2024.

TO: All CPOs.

FROM: Office of Management and Enterprise Services.

SUBJECT: Updated Contract Structure.

CONTACT: [Amanda Otis](#), State Purchasing Director.

PURPOSE: To update several sections of the State Contract Structure and provide more resources.

OMES Central Purchasing has updated several State Contract Structure documents. All updated documents are now available on the [OMES Central Purchasing State Contract Structure webpage](#). The main modifications are described below:

- To better serve our suppliers, we have improved the bidder instructions to make it easier for suppliers to understand what we are asking of them.
- To streamline the legal negotiation process, Attachment A now contains non-negotiable contractual terms. We cannot alter these terms as they are by statute, rule or Attorney General opinion. With this change, Attachment B contains the state's terms to which a supplier may request an exception (negotiable terms). Attachment D has minor changes as well.
- We have added templates for use with bidder instructions and evaluation tools as optional resources for agencies.