



DEPARTMENT OF TRANSFORMATION AND SHARED SERVICES
OFFICE OF STATE PROCUREMENT

OSP Policy
Authorization to Solicit for Vehicle

Any cabinet Department of the State of Arkansas and their respective divisions, as well as any non-cabinet agency and institution of the State who is subject to the requirements of Arkansas Procurement Law, may solicit bids and issue a contract for a vehicle(s) provided the following conditions are met:

1. It has received prior Department of Finance and Administration (SAVA) approval for the proposed purchase; and
2. The requested vehicle(s) is unavailable under the posted statewide contract.

The procurement process must conform to the rules for competitive bidding as specified in Arkansas Code Annotated § 19-11- 234 or competitive sealed bidding as specified in Arkansas Code Annotated § 19-11-229, as applicable based on the anticipated purchase price. All such procurements are subject to and must be exercised in conformity with Arkansas Procurement Law.