



DEPARTMENT OF MANAGEMENT  
**SERVICES**

4050 Esplanade Way • Tallahassee, Florida 32399-0950

LAWTON CHILES, GOVERNOR


WILLIAM H. LINDNER, SECRETARY

May 22, 1996

Suite 335

MEMORANDUM NO.: 20 (95-96)

TO: All Executive Agency and University Purchasing Offices Addressed

FROM:  George C. Banks, CPPO  
Director, Division of Purchasing

SUBJECT: Purchasing Directors' Meeting - May 29, 1996

The Division of Purchasing has applied for a grant from the Innovations Investment Committee to establish, on the Florida Communities Network (FCN), a program to advertise bids and proposals on-line. To help us determine the savings in expense and time that will be realized by using the FCN compared to advertising in the Administrative Weekly, we ask that you bring the following information to the May 29 meeting:

- average number of bids/proposals your agency issues each fiscal year
- average number of bid/proposal addenda your agency issues each fiscal year
- average number of pages in each bid and addendum your agency issues each fiscal year

The Vendor Bid System (VBS) will not only save time and expense, it will increase competition for the commodities and services we routinely purchase through bids and proposals.

Please call Gwen Baker at 488-0018 if you need more information. Your assistance will be greatly appreciated.

GCB:gsb

