Contract Listing

I. Contracts documents have been established for most commonly purchased products and services.

II. Contracts available to the University are established by several organizations in the State procurement environment. These are listed in the following general (see paragraph III) order of precedence:
   A. State Contracts established by the State Bureau of Procurement. To search these contracts, take the following steps:
      1. Log into the State of Wisconsin's Vendornet system with the generic user name "uwmil" and the password "panther".
      2. Click on the green button in the upper right corner that is labeled "Search Bids/Contracts".
      3. Select the link titled "Contracts" from the menu titled "Search Bids/Contracts".
      4. Enter your search criteria.
   B. UW System Contracts are established by UW System Office of Procurement.
   C. UW Madison Contracts are established by UW Madison Purchasing Services. Contracts available to all UW campuses are indicated in the contract.

III. Some of the contracts are available as On-line Ordering Sources. See Procedure 3.3.16 – Online Ordering Sources.

IV. Use these contracts to save time on vendor and product selection. Many of the state contracts are mandatory (major exceptions are microcomputer contracts for which UW contracts take precedence). Those state contracts must be used unless the UW Milwaukee Purchasing Agent responsible for contract administration obtains clearance from the State Bureau of Procurement.

V. Contracts are generally established by competitive procurement. However, many factors enter into the bid process in addition to quality and price. State legislation in recent years has resulted in other social factors affecting contracts such as recycled content of products and employment of sheltered work centers and prison industries in establishing contracts.

VI. Correct preparation of a requisition according to the information contained in the contract document saves processing time. Many contracts are enabled for procurement card ordering.

Questions regarding the contracts should be addressed to the appropriate UW Milwaukee campus Purchasing Agent listed for the category of equipment, supply or service in the Purchasing Staff Assignments and not the State, System or Madison Purchasing Agent listed on their respective contracts; as there are local implementation issues with the contracts and the contract source organizations are staffed to answer questions for their own organizations.