

WHERE CAN I GET STUFF?

37) Where should I go first?

You must first go to your Purchasing Department, who will help you research potential sources for the purchase. Law and University policy requires that we must first consider Preferred Sources, MWBE, University-wide contracts, state contracts, other government contracts (New York City DCAS, Department of Education).

38) Where can I get more information?

- A. Contact your Purchasing Department
- B. CUNYbiz.com
- C. NYS-"Selling Products and Services to the State of New York-A Guide for Small Businesses". See <http://www.ogs.state.ny.us/purchase/spg/pdfdocs/NySbGuide.pdf>.
- D. New York State Department of Economic Development - www.empire.state.ny.us
- E. New York State Office of General Services <http://www.ogs.ny.gov>
- F. New York State Contract Reporter online subscriptions www.nyscr.org
- G. The City Record Online (CROL)
<http://a856-internet.nyc.gov/nycvendoronline/home.asp>