

ARIZONA DEPARTMENT OF ADMINISTRATION STATE PROCUREMENT OFFICE

STANDARD PROCEDURE INDEX

Date Revised: 07/22/2022

Administration					
Number	Title	Date	Revision		
SP 001	Contractor Compliance with the Arizona Legal Workers Act	12/10/2021	7		
SP 002	Approving Subcontractors After Contract Award	04/29/2022	1		
SP 003	Significant Procurement Role	10/01/2021	2		
SP 004	Unassigned				
SP 005	Unassigned				
SP 006	Document Standard	07/22/2022	2		

ProcureAZ			
Number	Title	Date	Revision
SP 020	REPEALED (ProcureAZ Support and Escalation)	04/24/2011	2
SP 021	REPEALED (ProcureAZ Downtime Affects Bid Availability and Vendor Response Time)	05/03/2012	0
SP 022	REPEALED (ProcureAZ Receiving)	10/01/2011	θ
SP 023	REPEALED (Master Contract Setup in ProcureAZ)	05/22/2015	θ
SP 024	REPEALED (ProcureAZ Request for Proposal (RFP)) Invitation for Bid (IFB), Request for Quotation (RFQ)	02/02/2015	4
SP 025	REPEALED (Reverse Auctions)	02/02/2015	2
SP 026	REPEALED (Pricing in ProcureAZ)	10/01/2011	θ
SP 027	REPEALED (Master Blanket Purchase Order (Contract) Input/Set Up)	10/01/2011	θ
SP 028	Unassigned		
SP 029	REPEALED (Contacting the ProcureAZ Help Desk for Information to Respond to a Vendor Protest)	08/15/2012	θ

Procurement					
Number	Title	Date	Revision		
SP 040	State Contract Waivers for Off-Contract Purchases	02/02/2015	2		
SP 041	Purchasing from General Services Administration Schedules	11/01/2013	1		
SP 042	Pre-offer Conference	04/29/2022	2		
SP 043	Evaluations and Discussions	11/5/2013	2		
SP 044	Construction Documentation Submission for Statutory Review Prior to Contract Award	07/16/2018	3		

The Standard Procedures are posted on the State Procurement Office website: https://spointra.az.gov/resources/standard-procedures