

3344-65-22 Changes to purchase order.

If a department needs to increase an existing purchase order, the request for change order form shall be completed and routed through MagnusMart to purchasing services. Purchasing services shall provide the department a revised purchase order noting the change. If a competitive bid or selection process under rule 3344-65-16 was not used, all requested increases may not result in a total purchase order value exceeding the bid thresholds.

Replaces: 3344-65-24
Effective: 10/10/2016

CERTIFIED ELECTRONICALLY

Certification

09/30/2016

Date

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Statutory Authority: 111.15
Rule Amplifies: 3344
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