



How Do I Buy or Handle...

Feed and Bedding for Lab Animals

Current Virginia Tech Contract Vendor(s):

Please refer to [VT contracts](#) for a list of vendors. Key word search “feed” or “bedding”

Description:

At dollar amounts up to \$10,000, price competition among vendor is not required, but is encouraged. Using a small, woman-owned or minority owned company is encouraged. Once the vendor is selected, a firm fixed price-inclusive of all charges for handling, shipping, etc. should be determined and a HokieMart requisition prepared.

If you will be making several small purchases over a period of time, a general contract may be appropriate. Contact the Procurement department for help with the setup of any contracts.

To Use Another Vendor:

Follow procurement guidelines for amounts over \$10,000. Submit quote with non-catalog HokieMart requisitions for processing.

For more information contact:

- Procurement 540-231-6221
- Or hokiemart@vt.edu