

How Do I Buy...

Feed and Bedding for Lab Animals

Buyer Contact Information:

[Patricia Mullins](#)

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 two-thousand dollars (\$2,000), 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 Procurement Services for help with the set up of any contracts.

To use another vendor:

Follow procurement guidelines for amounts over \$2,000. Submit quote with non-catalog HokieMart requisitions for processing.