## “OPPORTUNITY BUY”

## ‘Use of State Contract’ Waiver Request

An “opportunity buy” is defined as a special offer from a supplier that is usually associated with a limited time to respond. A waiver from the use of a state contract may be granted by the Director of Government Support Services to take advantage of these offers, when deemed to be in the best interests of the State (29 Del.C.,§6911 (e)) . The waiver, if approved, is intended for a one-time purchase unless otherwise noted. Please complete the following form and forward it to contracting@state.de.us

**Note:** Only comparable items will be considered & the contracted vendor is first given the opportunity to match the price. GSS will respond to requesting agency within 5 business days.

Requesting Agency:

Contact Person:

E-mail:

Phone:

FAX:

Request date:

Opportunity Buy expiration date:

**CONTRACT** Information

GSS contract #/name currently offering this item:

Unit of measure on GSS contract (e.g. case of 24):

GSS contract price:

GSS total acquisition cost (including shipping, etc.):

**PURCHASE DETAILS**

Item description:

Unit of measure (e.g. case of 24):

Price per unit:

Total acquisition cost (including shipping, etc):

Anticipated purchase date:

Anticipated purchase quantity:

Minimum purchase required? Yes No

Opportunity Buy available due to:

Total savings associated with this purchase:

**WAIVER AUTHORIZATION:**

Approved  Denied

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