

***Procurement Information***  
***North Dakota State Procurement Office***  
***Office of Central Services Division***  
***Division of the Office of Management and Budget***  
***August 2005***

The Office of Management and Budget State Procurement Office is the central authority for procurement for all state agencies, departments, and institutions in the executive branch of government. The N.D. State Procurement Office has established policies to ensure fair treatment to all suppliers and to obtain the best value for the taxpayers of North Dakota. More information may be obtained from the State Procurement Office web site <http://www.state.nd.us/csd/spo>.

The N.D. State Procurement Office's services include:

- Maintaining the State Bidders List used by state agencies in the executive branch of government.
- Maintaining a procurement information website.
- Establishing statewide and agency term contracts.
- Resolving vendor and agency complaints.
- Cooperative Purchasing with ND political subdivisions and institutions under the jurisdiction of the State Board of Higher Education.

Vendors desiring to be placed on the State Bidders List must complete a 'Vendors Registry Bidders List Application' SFN 53655 (no fees apply) and register with the North Dakota Secretary of State's Office (fees apply).

- Vendors may download the application and instructions from the Vendor Registry website at <http://www.state.nd.us/csd/spo/vendor-resources.html>.
- Vendors that cannot access the Internet may request the application by contacting:

ND State Procurement Office  
Vendor Registry  
14<sup>th</sup> Floor Capitol Tower  
600 E Boulevard Ave Dept 012  
Bismarck ND 58505-0310  
Telephone: 701-328-2683  
E-mail: [infospo@state.nd.us](mailto:infospo@state.nd.us)  
Fax: 701-328-1615

Thank you for your interest in doing business with the State of North Dakota.