Ohio DAS Cooperative Purchasing Instructions

http://das.ohio.gov/Divisions/GeneralServices/ProcurementServices/CooperativePurchasing/tabid/304/Default.aspx

Click on Search Available Contracts

Fill out all the "searchable" fields

> You can search by contract number or vendor – if you want to perform a general search be as general as possible (i.e., custodial, janitorial, computer, furniture etc.). If you are too specific then you won't get many results.

Click on the contract number and you will be able to view the pdf file that has the state discount and/or pricing.

What to include on a requisition:

Vendor information

Ohio DAS contract #

Our membership #: **121057**