

Contract Target Value



THE DIVISION OF
PROCUREMENT SERVICES

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Display Purchase Order

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- ❗ Line 1: Contract cant be used; target value 61,835.80 USD of contract exceeded by 488.66 USD
- ❗ Line 2: Contract cant be used; target value 61,835.80 USD of contract exceeded by 488.66 USD
- ❗ Line 3: Contract cant be used; target value 61,835.80 USD of contract exceeded by 488.66 USD
- ❗ Line 4: Contract cant be used; target value 61,835.80 USD of contract exceeded by 488.66 USD
- ⚠ Item(s) marked No Further Confirmation or Invoice

Purchase Order Number 4600718322 (Change Version) Purchase Order Type Blanket PO Status Saved
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What to do?

- Determine the reason for the exceeded value
 - Has the contract been completed?
 - Has a change order been issued?
 - Has a purchase order been issued against an incorrect contract?
 - Have purchase orders been closed out incorrectly?
- Does the reason justify an increase in the contract

What to do?

- Identify the contract number and the contract line item
- If purchase orders have been closed out incorrectly, identify the amount that needs to be adjusted.
 - BW Report – PO by Contract Report
- Provide the information to the Procurement Manager for the contract