



# Office of General Services

## OGS Procurement Services



August 26, 2019



@NYSPro



@nysprocurement

# What We Will Cover Today

- OGS & OGS Procurement Services overview
- Benefits of using OGS contracts
- Popular OGS contracts, programs & platforms
- Preferred Sources purchasing protocol
- Info for State Financial System (SFS) and non-SFS users
- Tips on navigating our website



# OGS & Procurement Services Overview



# Who We Are

**Building  
Administration**

**Real Estate  
Services**

**Design &  
Construction**

**Admin. &  
Support  
Services**

**Business  
Services Center**

**Procurement  
Services**

Established in 1960, New York State Office of General Services provides essential support services for the operations of state and local government.



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General Services**

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We are the state's central procurement office responsible for establishing and managing contracts for goods and services needed by government entities across New York.

**We manage approximately 1,500 contracts worth \$4.5 billion per year!**



Office of  
General Services

# OGS Centralized Contracts

- These are statewide contracts that are competitively bid or negotiated
- There are three types:
  - Commodities
  - Services
  - Technology



Search our contracts at:  
<https://ogs.ny.gov/procurement/ogs-centralized-contracts>

# Why Buy through NY?



# Top Three Reasons to Use Our Contracts



We save you **time!**

We save you **money!**

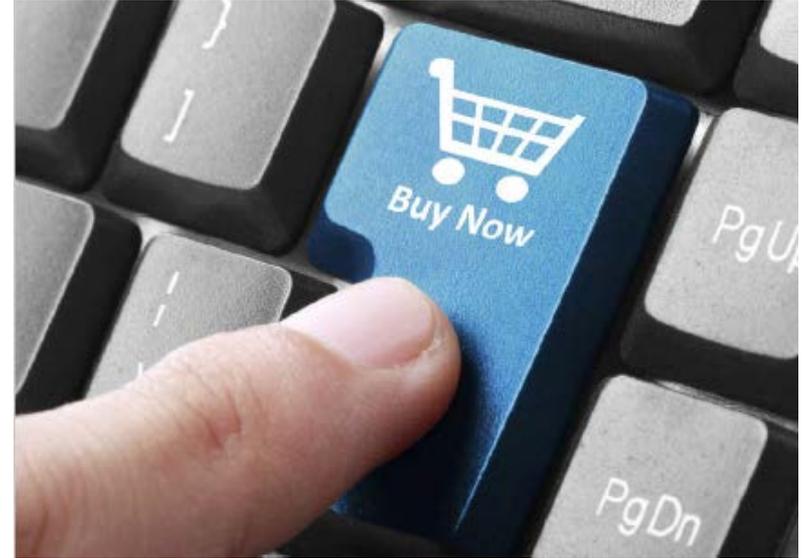
Our contracts offer  
**choices!**

## We Save You Time

We handle the solicitations, negotiations, and contract administration for you

## We Save You Money

We use different procurement strategies to get you competitive pricing



# Our Contracts Offer Choices

- From road salt to IT services...our **~1,500 contracts** have what you need!

- A/V Equipment
- Athletic Equipment
- Vehicles
- Furniture
- Highway Materials
- Computer Hardware & Software
- Office Supplies
- Waste Removal
- Administrative Services
- Bank Card Services
- Elevator Maintenance
- Telecommunications
- Medical Equipment
- Fuels

