



AGENCY EXEMPTION REQUEST INFORMATION

Agency name

Agency #

Describe in detail acquisition to be made

Reason for exemption

Benefit to the State of Oklahoma

Supplier

Supplier name

Cost of acquisition

Contact name

Email

Comparable items to acquisition item with comparable cost and significant savings to the state

Supplier A:

Item

Cost

Savings

Supplier B:

Item

Cost

Savings

(If necessary, attach additional pages to provide justification.)

The state purchasing director:

- Shall take no action under the provisions of this paragraph prior to the publication of a document describing the significant savings realized by the state.
- Certifies that it is necessary to exempt the above listed procurement from the Oklahoma Central Purchasing Act because the procurement is unusual, time-sensitive or unique, and therefore the exemption of the procurement is in the best and immediate interest of the state as per 74 O.S. § 85.7.A.7.

SIGNATURE

Signature of requestor

Date

Submit the completed form in a ServiceNow ticket: [Compliance Form Submission](#)

CENTRAL PURCHASING RESPONSE

This request is hereby:

☐ Approved

☐ Denied

Reason for denial:

Comment

Public posting date:

Award date:

State purchasing director signature

Date