**Procedure for filing a Statement of Interest in Prior Authorization transactions.**

*"In the event a written protest of the awarding of such a contract occurs during the seven-day notice period, the director of purchases shall request from the protestor the contact information, including name and mailing address, of the person or entity that has expressed an interest in supplying the goods or services and provide a copy of the specification to the person or entity that has expressed an interest in supplying the goods or services and verify that such person or entity is interested and capable of supplying such goods or services. Upon satisfaction of the director of purchases regarding the validity of the protest and the existence of competition, the director of purchases shall proceed with a competitive procurement. A competitive procurement shall not be required when, in the judgment of the director of purchases, the validity of the protest cannot be determined or competition for such goods or services cannot be verified by the director of purchases.*"

**Contact information:**

* Legal Name of Person, Firm or Corporation:
* Mailing address:
* City / State / Zip Code:
* Telephone: Toll Free:
* Telephone: Local:
* Telephone: Fax:
* E-Mail address:
* FEIN Number:

Please Indicate Taxes Currently Registered for in Kansas:

|  |  |
| --- | --- |
| (    ) Corporate Income Tax | (    ) Sales Tax |
| (    ) Withholding Tax | (    ) Compensating Use Tax |
| (    ) None |  |

Signature:

Title:

Vendors who wish to submit a **Statement of Interest** in providing the goods or services described herein must include complete details describing the vendor’s approach to the project and potential costs associated with the project, and references.

Upon satisfaction of the director of purchases regarding the validity of the protest and the existence of competition, the director of purchases shall proceed with a competitive procurement. A competitive procurement shall not be required when, in the judgment of the director of purchases, the validity of the protest cannot be determined or competition for such goods or services cannot be verified by the director of purchases.

Point of Contact:

Kansas Division of Purchases

900 SW Jackson, Room 451S

Topeka, KS 66612-1216

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