

**State University of New York
Omnibus Procurement Act**

**Standard 15 Day Notification Form
For Contracts for Goods and Services of \$1 Million or More
To Out-of-State/Foreign Firms**

In compliance with Section 2879 subdivision 5 of the Public Authorities Law and Section 139-i of the State Finance Law, the Commissioner of Economic Development is hereby notified that:

CONTRACTING AGENCY: _____

ADDRESS: _____

TELEPHONE NUMBER: _____

FAX NUMBER: _____

CONTACT PERSON AT AGENCY: _____

is preparing to enter into a contract, on or about _____ with the following out-of-state/foreign
firm: (date)

FIRM NAME: _____

ADDRESS: _____

TELEPHONE NUMBER: _____

FAX NUMBER: _____

BRIEF DESCRIPTION OF GOODS OR SERVICES: _____

AMOUNT OF PROPOSED CONTRACT: _____

TERM OF PROPOSED CONTRACT: _____

CONTACT PERSON AT FIRM: _____

DATE OF NOTICE TO DED: _____

For immediate notice to DED, please fax form to:
Department of Economic Development
Division for Small Business
Procurement Unit

30 South Pearl Street
Albany, New York 12245
Telephone (518) 292-5220 FAX (518) 292-5884