



**Department of General Services
Procurement Division**

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**TO: Purchasing Authority Contacts (PACs)
Procurement and Contracting Officers (PCOs)**

RE: Information Technology Procurement Plan (ITPP)

SAM 5200.6 requires the use of an Information Technology Procurement Plan (ITPP) for specified procurement situations. Information is to be captured according to an ITPP template available on the Department of General Services, Procurement Division, website.

Effective January 1, 2007, a revised ITPP process and revised ITPP template are to be used.

Additional information regarding the new process and the new ITPP template can be viewed at:

- www.documents.dgs.ca.gov/pd/Poliproc/ITPPBulletinExplanation.doc

Questions regarding this announcement can be directed to:

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