

PROCUREMENT DECISION GUIDE: WHERE SHOULD AN INTERNAL VA CUSTOMER BEGIN AN ACQUISITION?



If you work within
VHA



If you work within
VBA



If you work within
NCA



If you work within
CFM



If you work within
All Other VA

Begin any acquisition with your



Local Contracting Offices

If you are unsure of your local CO, please contact...

VISN Network Contracting Offices (w/in 3 SAOs)

SAO East
412-822-3431

SAO Central
615-225-6966

SAO West
916-692-7314

SAOs can put you in contact with your
Network Contracting Office (NCO)

List of NCOs at
[http://vaww.pclo.infoshare.va.gov/PCLO/
AWI/SitePages/Administration.aspx](http://vaww.pclo.infoshare.va.gov/PCLO/AWI/SitePages/Administration.aspx)

Deputy CPO: George Cabaniss

VBA Office of Acquisition (5 Districts)

North Atlantic
267-273-5444

Southeast
202-615-2032

Midwest
267-838-3997

Continental
202-255-4699

Pacific
215-847-0261

Director: Felton Jones

NCA Contracting Service

Construction
202-632-5433

Services
540-658-7202

Director: Robert Capers

Construction & Facilities Management (4 Regions)

East
240-494-2970

Central
224-610-3536

West
707-562-8488

National
202-632-5143

Director: George Szwarcman

Customer Advocacy and Vendor Advisory Service (CAVAS)

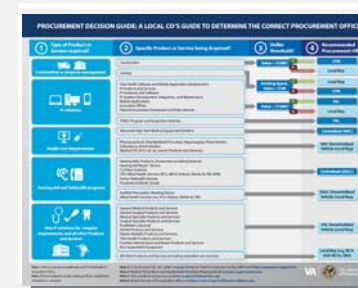
**VA Enterprise-Wide
Customer Advocate**
202-461-5060

Director: Sharon Bickford



Local CO uses Procurement Office Decision Guide

- Local CO uses Guide to:
 - Discuss requirements with internal VA customers
 - Advise customers on correct procurement office
- If local CO is the recommended procurement office, local CO will advise on process to initiate procurements

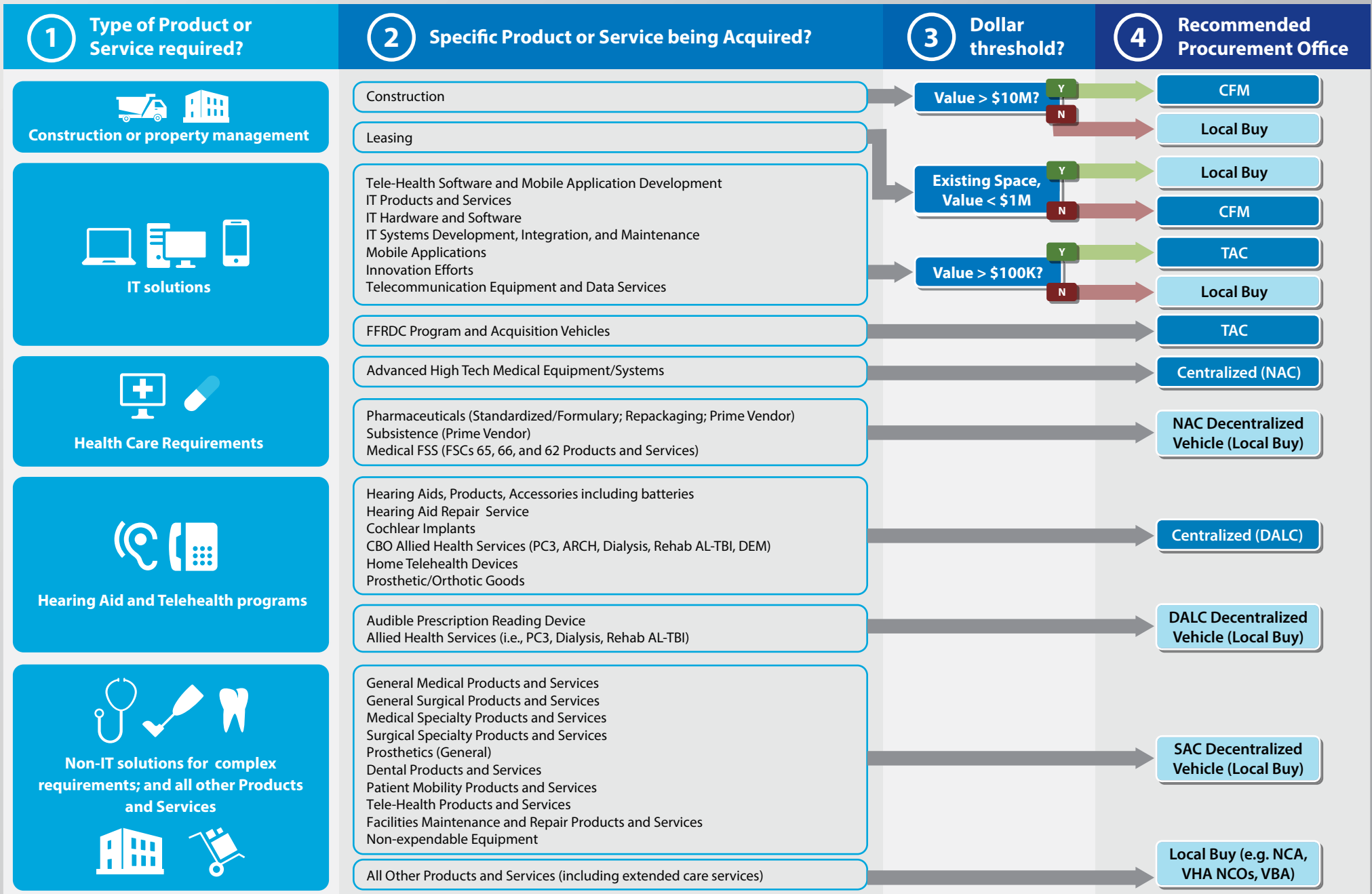


VA



U.S. Department
of Veterans Affairs

PROCUREMENT DECISION GUIDE: A LOCAL CO'S GUIDE TO DETERMINE THE CORRECT PROCUREMENT OFFICE



Note 1: Above sources are preferred, and COs shall refer to Acquisition Policy.

Note 2: Decentralized includes ordering off pre-established schedules or contracts.

Note 3: A List of current TAC, SAC, & NAC Strategic Vehicles at "Tools for Customers" on the CARE Portal (<http://vaww.ecms.va.gov/Care>)

Note 4: Medical FSS products and Standardized/Formulary Pharmaceuticals at (www.va.gov/vastorenac)

Note 5: DALC products and services at (www.va.gov/oal/about/dalc.asp)

Note 6: Broad overview of VA acquisition offices at (<https://www.va.gov/oal/business/dbvva.asp>)



U.S. Department of Veterans Affairs