

Choose Value for Procurement Transaction Type

Field: Name [v] [Search]

Name	Description	Select
10	Equipment - Non-Technology	Select
15	Equipment - Technology	Select
20	Supplies - Non-Technology	Select
25	Supplies - Technology	Select
30	Non-professional Services - Non-Technology	Select
35	Non-professional Services - Technology	Select
40	Professional Services	Select
45	Printing	Select
50	Construction	Select
55	Highway Construction	Select
60	Real Property	Select
65	Surplus	Select
70	PPEA/PPTA	Select
75	ARRA	Select

Do Not Use 55-75

Done

Effective Friday, January 27, 2012, eVA will add a **Procurement Transaction Type** to the Requisition Header. The values will be visible via the *Select* link.

Overview

The Procurement Transaction Type field is required on all purchase requisitions beginning Friday, January 27th, 2012. The intent of the code is to allow state reporting of goods and services at a Purchase Order level.

- When multiple Procurement Transaction Types are entered on the same requisition, choose the type that is the highest dollar value. For instance, if you are ordering Equipment that is both Technology (for \$500.00) and Non-Technology (for \$250.00), select Equipment –Technology as the Procurement Type.
- NIGP and Account selection and coding will remain on the individual line items, continue processing as usual.

How to Choose the Appropriate Procurement Transaction Type.

Where possible, we are trying to provide a correlation between account codes and appropriate Procurement Type, as charted below. Please contact the Purchasing Department for assistance.

Procurement Type	Account Codes	Procurement Type	Account Codes
Equipment-Non Technology	7226x, 7227x and 7228x	Equipment-Technology	722X, 71279, 71279L
Supplies-Non Technology	713x	Supplies-Technology	71373
Professional Services	7124x, 71261	Non-Professional Services-Technology	7127x , exclude 71279 and 71279L
Non Professional Services Non Technology	7126x, excluding 71261	Construction	For Facilities Only
Printing	71215	Surplus	For Storeroom Only

