

Procurement Processes

ORDERING THE BEST TECHNOLOGY AVAILABLE

Waterlogic Americas has developed a line of products that represent state-of-the-art technologies that ensures a fresh, clean supply of hot and cold water for your employees and visitors. In addition, these same technologies work to enhance worker safety, and to assist you in coming in line with CDC requirements as it relates to reduction of hazards associated with COVID 19.

As a GSA contract holder, we have pre-negotiated pricing, terms, and conditions for all government agencies that ensure you not only get the best products available, but the best pricing as well.

In purchasing, it is important to purchase the right equipment that fits the needs of your facility. To that end, to choose the right product, it is important to know your needs! How many people will these units be servicing? Is this for an office, warehouse, or institutional, or hospital environment? What features are you seeking (hot, cold, room temperature)?

Waterlogic has government specialists at your disposal to discuss options available to you, placement requirements, and to help you choose the right model for your needs. Simply call our specialists at **800-283-2024**.

Open Market

Currently the minimum purchasing threshold was raised from \$3500 to \$10,000 and the Simplified Acquisition Threshold has been raised to \$250,000. As a result, purchase processes may be awarded without soliciting competitive quotations if the contracting officer or individual appointed in accordance with 1.603-3(b) considers the price to be reasonable.

In addition, since Waterlogic has been awarded a GSA contract, procedures for purchases under \$250,000 have been streamlined as well. As a GSA contract holder, the pricing offered to the government by Waterlogic has been found to be fair and reasonable.

This allows most purchases and/or unit rentals to be purchased quickly, without the need for an extended bid period, through a government purchase card, or an issued purchase order.

GSA Contract

Waterlogic has recently been awarded a contract to sell and rent their water dispensers to government agencies. To review the models available under this contract, visit the products section on our website or contact us directly at fedgov@waterlogica.com.

Under the GSA schedule we are pleased to work with you to determine your needs, assist you in developing the specifications to fit your needs, and sell to you providing the best pricing available. The following procurement procedures are recommended by the GSA:

Procedures for purchases below the Micro-Purchasing threshold of \$10,000

Buyers may place orders at, or below, the micro-purchase threshold with any Schedule contractor that can meet your agency's needs. You may place orders directly with the supplier via email, phone, or GSA Advantage.

Minimum Order Quantity - Purchases on Schedule, in general, are free on board (FOB) destination. In order to support FOB destination and include shipping prices in the prices of the goods, some products do have a set minimum order quantity. This quantity varies by Schedule and is noted in GSA Advantage.

Procedures for purchases between the micro purchasing threshold and the Simplified Acquisition Threshold of \$250,000

While most orders issued using the purchase card will be under the micro-purchase level, purchase card holders may have a spending limit above the micro-purchase threshold. In fact, the FAR states that purchase cards should not be limited to micro-purchases.

Streamlined ordering procedures let you reasonably consider available information about the supply or service offered under MAS contracts and execute a purchase. Reasonable review of items means:

- Survey at least three schedule contractors through the website, or
- Review the price-lists of at least three schedule contractors, or
- Request quotations from at least three schedule contractors, and
- Place the order with the schedule contractor that can provide the supply or service that represents best value.
- Document your decision

Procedures for purchases over the Simplified Acquisition Threshold

Follow ordering procedures by sending a Request for Quote (RFQ) through GSA E-Buy or providing your RFQ to as many suppliers as practicable to ensure you receive quotes from 3 Schedule contractors.

- Make a best-value determination based on the selection criteria described in the RFQ.
- Document your decision.

Waterlogic is standing by to assist you with your water needs. Feel free to contact us directly at **800-283-2024**, or email us at FEDGOV@waterlogica.com. Our specialists are knowledgeable in product selection, installation process, as well as solution fulfillment.