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GENERAL SERVICES AGENCY CIRCULAR NO.: 2022-006

To: All Department and Agency Heads
From: Chief Procurement Officer
Subject: Submission of Annual Report to the Chief Procurement Officer
Ref: Listing All Contracts Awarded During the Preceding Year

Håfa Adai! This serves as a reminder to all agency/department heads that the requirement under 2GAR-Administration, Div. 4 – Procurement Regulations, §3114(o) Reports, to submit an Annual Report to the Chief Procurement Officer a listing of all contracts awarded under §3114 of these regulations during the preceding fiscal year.

Additionally, the report shall identify the parties to the contract, the contract amount, duration and the services to be performed thereunder. **Please submit reports no later than November 30, 2022.**

Your attention and full cooperation in this matter is greatly appreciated. ***Si Yu'os Ma'åse.***


CLAUDIA S. ACFALLE