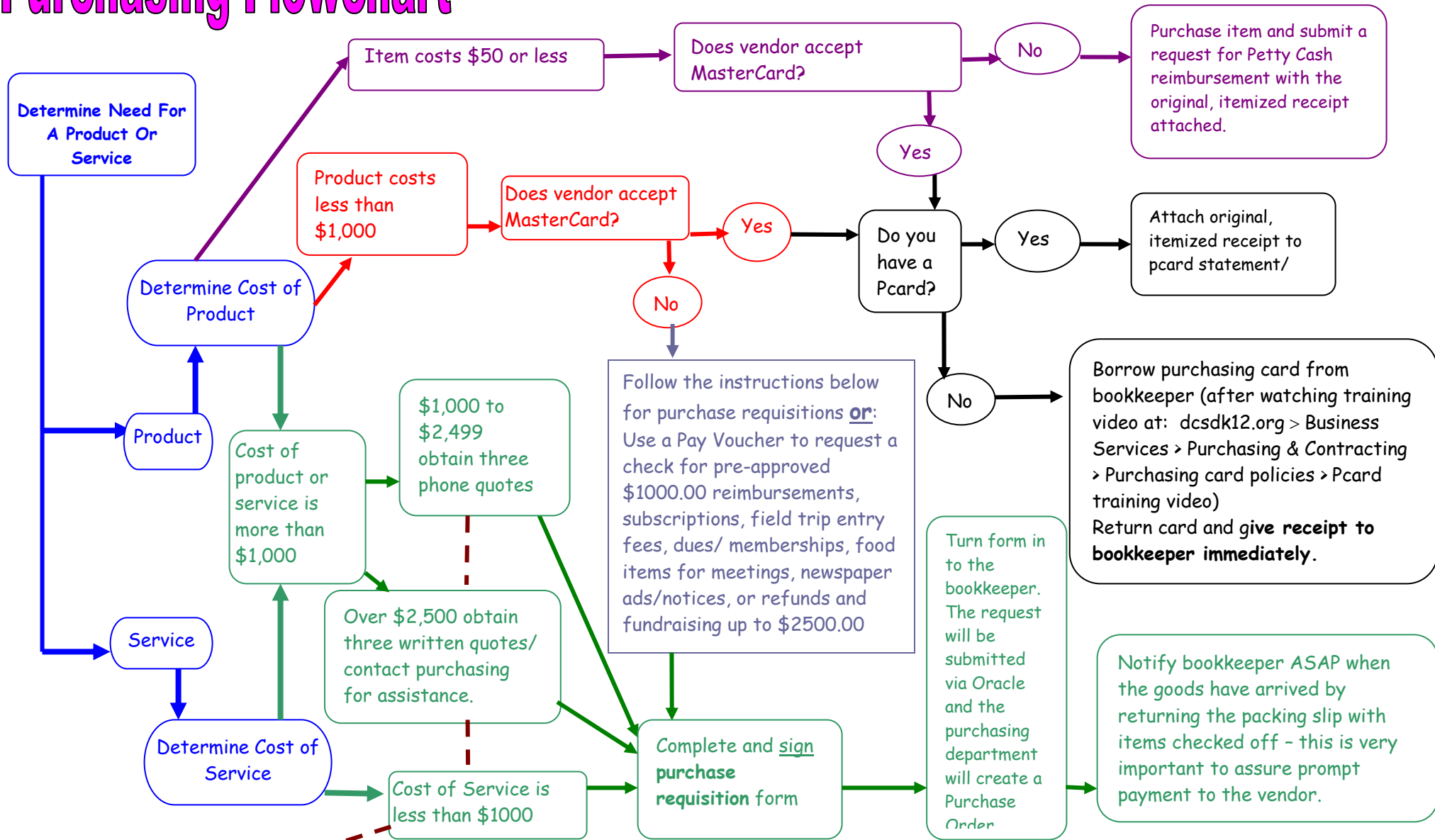


# Purchasing Flowchart



Please refer to the district website at [dcsdk12.org](http://dcsdk12.org) → Business Services → Purchasing & Contracting → Annual Contracts and Agreements for information on district bids and vendor agreements including technology configuration and custom apparel vendors.

**Play the number game: a vendor must always be provided with a number - either a purchase order number or a Pcard number - before an order is placed.**