To Search for a Contract:

Select Search Type: PO-Contracts_Public

Dates: Use to search a range of Expiration Dates

Doc_CD: Type of Contract
CT = Expense or Expense/Revenue
CTC = Office of Court Appointed Counsel
CTN = Revenue or no cost
MA = Master Agreement
PO = Purchase Order

Doc_Dept_CD: Department Code List

Doc_ID_AMS: 20 character contract number

Vendor_Legal_Name: Name of Vendor awarded the contract

Alias_DBA: Doing Business As

Description_AMS: Project name or service from contract

Expire_Date: Specific end date of the contract

BOS_Date: The meeting date at which the Board of Supervisors approved the contract, if applicable

You may use one or more fields to search. If your search returns too many results, you can narrow your results by adding more criteria.

The “asterisk” * is the wild card symbol. An * can be used in the Doc_ID_AMS, Vendor_Legal_Name, Alias_DBA and the Description_AMS fields. Examples: If the contract number is CT-PO-1800000000000000123, SEARCH 18*123; if the Vendor name is I Love Pizza, Inc., SEARCH *Pizza*.

If you have questions, please contact the Procurement Department at 724-8161 or email ContractsAdmin@pima.gov