



STATE OF NEVADA  
DEPARTMENT OF ADMINISTRATION

*Purchasing Division*

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**MEMORANDUM**

March 30, 2022

TO: All State Agencies, the Nevada System of Higher Education, the Court System, the Legislative Counsel Bureau and all Political Subdivisions within the State of Nevada

FROM: Kevin D. Doty, Administrator

SUBJECT: **Online Marketplace**

The Purchasing Division is pleased to announce new statewide contract 99SWC-NV22-11429 with Amazon.com for an online marketplace for supplies, materials, and equipment. This is a permissive contract available for use on a voluntary basis to all Nevada executive branch agencies of state government (including boards and commissions), the Nevada System of Higher Education, the judicial and legislative branches of state government, local governments, districts, and other public entities in Nevada.

This contract was executed under an intergovernmental cooperative contract led by the State of Utah for the benefit of all cooperative users through OMNIA Partners.

Contract usage instructions can be found on the Purchasing Division website at:  
[https://purchasing.nv.gov/Contracts/Documents/Online\\_Marketplace/](https://purchasing.nv.gov/Contracts/Documents/Online_Marketplace/)

OMNIA Partners website: <https://www.omniapartners.com/publicsector/suppliers/amazon-business/overview>

This contract is replacing 99SWC-NV19-2108 in NevadaEPro, and any agencies with existing access will automatically transition to the new contract. The Advantage/IFS vendor number for the state Amazon business account is Amazon Capital Services Inc, T27042763. If your agency has an existing Amazon business account and is paying Amazon.com LLC, PUR0003769, you must contact State Purchasing to transition your account.

Pursuant to NRS 333.160(2) and SAM 1516, once set up by State Purchasing, using agencies are authorized to order directly in accordance with agency internal controls via Amazon for any items not available from a mandatory statewide contract group, either through NevadaEPro or via PCard, regardless of dollar value. Pursuant to SAM 1544, RXQs through the Advantage/IFS are required for orders containing fixed assets.

If you have questions or would like to request access to use this contract, contact State Purchasing at [nvpurch@admin.nv.gov](mailto:nvpurch@admin.nv.gov) or 775-684-0170.