

Ordering Instructions

Statewide Contract (Optional use by Agencies)

ITCONSULT20

Information Technology and Advisory Services

Ordering Requirements – Agencies may use the Statewide Contract utilizing the most current Pricing Page.

Special Instructions – Agency selects the desired service(s) from the contract, obtains and completes the Gartner Service Agreement, and attaches the Agreement to the Header in wvOASIS.

Approvals Required - None

Agency and/or Vendor Contact Information -

Kristen S. Bixler

Kristen.Bixler@gartner.com

317.658.7412

See the List of Buyer Assignments located at the Purchasing Division website (Agency Resource Center) for the centralized buyer assigned to this contract.

Type of Delivery Order – An ADO should be created in wvOasis for orders with the appropriate documentation attached.

How to submit the completed order to the Vendor – Once finalized, Agency will send the order to Kristen Bixler at the email address listed above.

POLITICAL SUBDIVISIONS: Contact vendor to confirm that contract pricing is available.