

Ordering Instructions

Statewide Contract

NTIRE21

2 C.F.R. §§ 200 Compliant

Tires and Tire Services

Ordering Requirements – Spending Unit(s) should issue a wvOASIS Agency Delivery Order (ADO) to the Goodyear Tire & Rubber Company for all contract items. The ADO should reference the approved Authorized Dealer with the dealer location (address) in the Extended Description field. The Authorized Dealer List can be found on the Purchasing Division's website at <https://www.state.wv.us/admin/purchase/swc/NTIRES.htm>

Special Instructions – The Authorized Dealer will submit the ADO directly to Goodyear Tire and Rubber Company through Goodyear's TIRE HQ Network and Goodyear will reimburse the authorized dealer for all contract items.

NOTE: Agencies must pay Goodyear directly regardless of payment method chosen (i.e. check, EFT, or Pcard). The agency **must not pay** the authorized dealer at any time.

Approvals Required – N/A

Agency and/or Vendor Contact Information:

Goodyear Tire & Rubber Company
Kenneth Miller, Contract Manager
330-796-4352
govsales@goodyear.com

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

How to submit the completed order to the Vendor – Assemble document, print the ADO (to Goodyear Tire & Rubber Company) and submit the ADO to the Authorized Dealer chosen within the current Dealer Network list. The Authorized Dealer will submit the ADO to Goodyear for reimbursement of contract items.