

ESTIMATED PROCUREMENT/DELIVERY LEAD TIMES REQUIRED BY VENDORS

These lead times are estimates only; actual procurement and delivery times may vary.
You are encouraged to submit your requisitions as soon as possible to ensure timely delivery.

COMMODITY/SERVICE	PROCUREMENT/ DELIVERY LEAD TIME *
Any Special Fabricated Equipment	120 days or longer
Automobiles (not on contract)	90 days
Carpeting	120 days
Copy Machines	90 days
Information Technology Hardware/Software	120-150 days
Information Technology Hardware – MPC computers	60 days
Farm Tractors	90 days
Forklifts 90 days	90 days
Furniture from MVE	60 days
Furniture	90 days
Laboratory Equipment	90 days
Laundry Equipment (Commercial Type)	90 days
Medical Equipment	120 days
Printing	90 days
Printing Equipment	90 days
Radio Equipment	90 days
Restaurant Equipment (Small)	60 days
Steel/Steel Products	120-180 days
Trucks (Medium and Heavy Duty)	120 days
Video Equipment	90 days

* Any commodity or service requiring the issuance of a bid would have a procurement/delivery lead time of at least 60-89 days.