

Federal Fiscal Year (FFY) 2015 Deadlines

April 16, 2015

In light of the end of Federal Fiscal Year approaching, and in an effort to meet your business needs, below is a schedule of deadlines for submission of requisitions, to include but not limited to open market, term contracts and TXMAS.

Non-Competitive Requirements (Small purchases to include goods and services, not to exceed \$5,000.00) – Requisitions must be submitted to Purchasing & Contracting (P&C) no later than 9/11/2015.*

Open Market (For goods over \$25,000; services over \$100,000) – Requisitions must be submitted to P&C no later than 6/01/2015* to Purchasing & Contracting (P&C).**

Term Contracts (No Dollar Threshold) – Requisitions must be submitted to P&C no later than 9/11/2015*.

TXMAS Contracts (No Dollar Threshold) – You are encouraged to maximize the use of TXMAS contracts to meet your business needs, submitted no later than 7/15/2015*, to P&C. **

Services – For any services requirements, these requisitions must be submitted no later than 6/01/2015, to P&C.*

Payment Card (Credit Card) – Usage deadline: Friday, September 18, 2015 - This is to ensure that all transactions will be posted to the statement prior to Fed FY 15 year-end. Credit card use may resume on Monday, October 5, 2015.

Note:

* Requisition must be in iEMS approved and budget coded by this date.

** Construction Contract Number must be requested and issued by this date.

A schedule of the deadlines can be found published in the Texas Military Department Purchasing Procedures, Page 20, Paragraph G: Deadlines for State and Federal end of Fiscal Years.