How Do I Buy or Handle...

Educational and Classroom Supplies

Description:

Classroom and education supplies can range from models and robotics kits to science kits or any other teaching aid. Classroom and education supplies can be purchased through the <u>University Bookstore</u> if the items are available there.

If items are not available at this source and you need help finding one, we have numerous punchout catalogs available in HokieMart for educational and classroom supplies located under the "Office/Computer/Book/Furniture Punchout Catalogs" section on the home page.

Follow procurement guidelines for orders over \$10,000. Submit a non-catalog requisition in HokieMart, with a quote attached, which will route to a Procurement Buyer for processing.

For more information contact:

- Procurement 540-231-6221
- Or hokiemart@vt.edu