



## Department of Purchasing

100 N. Main Street, 2<sup>nd</sup> Floor

Suffolk, VA 23434

(757) 925-6762 Fax (757) 942-4333

# NOTICE

## Sole Source Purchase

**Date:** August 29, 2024

**For:** IB Diploma Annual Fee

**Vendor Name:** International Baccalaureate Organization


**Requested by:** IB Program

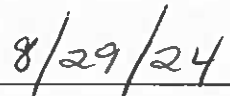
**Description:** Diplomas for completion of the International Baccalaureate Program.

**Cost:** Not to exceed \$12,700.00 FY 24/25

**Justification:** The International Baccalaureate Organization is the sole provider of the IB Program. No other vendor is involved in this program and the material can only be purchased through this vendor.

**Approved By:**

  
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Linda Bates, NIGP-CPP, VCO  
Interim Coordinator of Purchasing

  
\_\_\_\_\_  
Date