Version: September 2011

Part I Chapter 35 Contract Identification Numbers

Contracts, IFBs, and RFPs shall be numbered by the purchasing agency. Numbers placed on IFBs and RFPs should be restricted to not more than ten alphanumeric characters since it is expected that these identifying numbers will be added to an existing automated system. The first one or two characters shall be the number assigned to the agency for account coding purposes. All amendments shall be identified with the basic document number and appropriate amendment number.