

## **Updated PO Terms and Conditions (Ts & Cs)** <sup>[1]</sup>

December 12, 2022 by [Staff](#) <sup>[2]</sup>

This is an informational message to the CU Community. Effective January 1, 2023, the PSC will release updated PO terms and conditions (Ts & Cs) to reduce the number of purchases that require a full contract. Based on the experience of peer institutions, CU anticipates that the new Ts & Cs will reduce the number of contracts by 20%, which will result in improved requisition processing time.

CU's PO Ts & Cs have long mirrored the State's terms, and this update realigns our Ts & Cs with both the State's updated terms and those of our peer institutions. Throughout this update process, the PSC partnered with University Counsel and trademarks, University Risk Management (URM), and the Information Security Office (ISO) to update the Ts & Cs, insurance requirements, and create an IT addendum for additional terms.

Any POs issued before 1/1/23 will use the PO Ts and Cs that were in effect prior to the January 1st update. Please contact the PSC service desk with any questions related to the updated PO Ts & Cs and direct all supplier inquiries there as well.

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