



Department of Purchasing

100 N. Main Street, 2nd Floor

Suffolk, VA 23434

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

NOTICE

Sole Source Purchase

Date: July 08, 2025

For: IB Testing and Diploma Annual Fees

Vendor Name: International Baccalaureate Organization

Requested by: IB Program

Description: Testing and Diplomas for completion of the International Baccalaureate Program.

Cost: Not to exceed \$25,000.00 FY 25/26

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:

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

Date