

Bakersfield City School District  
The Advisory Bulletin

To: All Users of Electronic Ordering	Date:	No.
Subject: CLOSING DATES FOR “ON-LINE” ORDERING – Fiscal Year 2025-2026		
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**BAKERSFIELD CITY SCHOOL DISTRICT**  
*Department of Stores and Purchasing*  
**Purchasing Deadlines for Online Ordering**  
**FISCAL YEAR 2025-2026**

**THE FINAL DATE TO SUBMIT “ON-LINE” ORDERS FOR  
ALL ENCUMBERED PURCHASE ORDERS  
WITH THE FOLLOWING COMPANIES IS APRIL 15, 2026**



**Please note: All items delivered to the warehouse on July 1<sup>st</sup> or later will be charged to the school's or department's 2026-2027 budget. Funds for these purchases will NOT be carried over from the current fiscal year.**

Now that you have pre-encumbered your funds for online ordering, please remember that you must use the requisition within the allotted “10 orders” per requisition. You will be purchasing supplies until the end of the fiscal school year. Should you have any questions regarding this information, please call the Department of Stores and Purchasing, ext. 14712.

