**Purchasing Exemptions**

Exempt commodities or services do **not** require competitive bidding. However, it is expected that State employees will exercise due diligence in expending State funds by seeking fair and reasonable prices for all purchases. This may at times mean obtaining quotes from vendors for comparative purposes to ensure excellent quality and fair pricing.

The State Exempt list is specific and lists exemptions in terms of commodity codes or NIGP codes. (NIGP is the National Institute of Government Purchasing).

Only the items (and codes) listed are exempt. **Related or similar items are not exempt if they are not listed.** If you have any questions or are unsure as to whether a commodity or service is exempt, please send an e-mail to [awilliam@savannahstate.edu](mailto:awilliam@savannahstate.edu) for assistance.

An abbreviated list of relevant items to SSU is provided for your convenience below. However the complete list can be found [on the DOAS State Purchasing Division website](http://doas.ga.gov/StateLocal/SPD/Docs_SPD_General/NIGPExemptList.pdf).

**List of Exempt Commodities & Services**

**ARCHITECTURAL AND ENGINEERING SERVICES**

**ART OBJECTS**

* Antiques
* Ceramic and Glass Objects
* Collections, Museum Pieces
* Drawings (Originals)
* Engravings, Etchings, Lithographs, Serigraphs, and Similar Reproductions
* Fabric Designs
* Masks
* Mixed Media
* Paintings (Originals)
* Photographs
* Posters and Prints (Not Originals)
* Recycled Art Objects
* Sculptures:  Marble, Metal, Plastic, etc.
* Wood Carvings

**NEWSPAPER AND PUBLICATION ADVERTISING**

**CONSULTING SERVICES**

* Accounting/Auditing/Budget Consulting
* Appraisals Consulting
* Architectural Consulting
* Engineering Consulting
* Legal Consulting
* Medical Consulting

**CRAFTS, GENERAL**  
(Flowers for Teaching Purposes and Commencement Exercises Only)

* Dried Flowers and Plants
* Floral Arrangements, Artificial
* Floral Supplies:  Artificial Flowers, Floral Tape, etc.

**EDUCATIONAL SERVICES**

* Teaching and Instruction Services (i.e. Lecturers)

**EQUIPMENT MAINTENANCE, RECONDITIONING, AND REPAIR SERVICES - GENERAL EQUIPMENT**

* Theatrical Equipment Maintenance and Repair

**FOODS:  BAKERY (FRESH), DAIRY PRODUCTS (FRESH), PERISHABLE**

**INTERGOVERNMENTAL/INTER-AGENCY CONTRACTS**

**INTERIOR DESIGN/DECORATOR SERVICES**

**LABORATORY AND FIELD EQUIPMENT AND SUPPLIES:  BIOLOGY, BOTANY, GEOLOGY, MICROBIOLOGY, ZOOLOGY, ETC.**

**LIBRARY SERVICES**

* Internet Database Subscription
* Magazine Subscriptions
* Training Material Subscription

**MEDICAL SUPPLIES & EQUIPMENT**

* Emergency supplies of drugs, chemicals and sundries, dental supplies and equipment

**MISCELLANEOUS PROFESSIONAL SERVICES**

* Law Enforcement Services (Including Process Server Services)
* Legal Services, Attorneys
* Theatrical Services (Including Production, Scenery Design, Stage, etc.)
* Utility Services, Electric, Gas, Water
* Veterinary Services

**MEMBERSHIP DUES**

**MUSICAL INSTRUMENTS, ACCESSORIES, AND SUPPLIES**

* Accordians and Accessories
* Amplified Instruments (Guitars, etc.) and Amplifiers
* Band and Choral Risers
* Band Instruments and Accessories
* Band Room Equipment: Music Cabinets, Stands, etc.
* Electronic Musical Instruments: Electronic Organs, Synthesizers, Visualizers, etc.
* Metronomes and Tuners, Conventional or Electronic
* Music Boxes
* Music, Sheet and Folio
* Musical Instrument Repair Parts and Supplies (Except Organ and Piano)
* Musical Supplies: Music Holders, Strings, Reeds, etc.
* Organs (Conventional), Accessories, Parts and Supplies
* Pianos, Accessories, Tuning Instruments, Parts and Supplies
* Recycled Musical Instruments, Accessories and Supplies
* Stringed Instruments, Conventional; and Accessories
* Tower Chimes, Accessories, Parts, and Supplies

**NURSERY STOCK, EQUIPMENT, AND SUPPLIES**

* Flowers, Fresh (Flowers for Teaching Purposes, Commencement Exercises, Banquets, Conferences, Workshops)

**POSTAGE RELATED PURCHASES (including Postage Stamps, Pre-Sort 1st Class Inscriptions, Postage by Phone)**

**PUBLICATIONS AND AUDIOVISUAL MATERIALS (Prepared materials ONLY - not equipment, supplies or product, [i.e., stationery supplies])**

* Textbooks
* Video Cassettes, Disks, Tapes, etc. (For Computer and TV, Pre-recorded)
* Recycled Publications and Audio-Visual Materials

**REAL PROPERTY RENTAL OR LEASE**

* Room Rental for Conferences, Seminars, etc.

**REGISTRATION FEES**

**RENTAL OR LEASE OF EQUIPMENT - GENERAL EQUIPMENT**

* Theatrical Equipment and Supplies (Including Costumes) Rental or Lease

**TEACHING FORMS AND PUBLICATIONS FOR TESTING**

**TECHNICAL INSTRUMENTS**

* Technical instruments and supplies and technical books and other printed matter on technical subjects; also, manuscripts, maps, books, pamphlets, and periodicals for the use of the State Library or any other library in the state supported by state funds; also services.

**THEATRICAL EQUIPMENT AND SUPPLIES**

* Costumes and Accessories
* Curtains, Cycloramas, Draperies, Drops, etc.
* Dance Floors, Portable
* Lifts, Orchestra (Theater Pit Area)
* Lighting and Dimming Controls: Autotransformer Dimmers, Control Panels, Solid State Thyristor/Triac
* Lighting Control Systems: Memory and Computer/Microprocessor Type
* Lighting Distribution Hardware: Borderlight Cables, Pipe Battens, Plugging Strips and Boxes
* Lighting Instruments: Border and Cyclorama Striplights, Follow Spotlights
* Striplights, Spotlights
* Floodlights, Special Effects
* Lighting Systems, Complete
* Makeup
* Scenery and Props
* Sound Effects Equipment
* Stage Hardware and Supplies: Braces, Canvas, Clamps, Paints, etc.
* Standards, Portable; and Ropes (For Theater Lobbies)
* Stage Rigging and Tracks
* Stages, Theatre (All Types)
* Turnstiles, Theater
* Recycled Theatrical Equipment, Accessories and Supplies

**MISCELLANEOUS ITEMS**

* Direct Resale through a state Agency/Institution operated service i.e. bookstore, cafeteria etc.

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