



# AMAZON BUSINESS SERVICES

## REGISTRATION AND BUYERS GUIDE

[Briefing 21751 AMAZON - Registration and Buyers Guide MDCPS.pdf](#)

## AMAZON BUSINESS FAQ

[Briefing 21751 AMAZON - FAQ MDCPS.pdf](#)

- M-DCPS is now able to take advantage of the U.S. Communities contract with Amazon Business Services for K-12 to increase savings, streamline purchasing and reduce the time it takes to complete purchases while utilizing established competitive procurement practices.
- Amazon Business Services is limited to the categories listed below:
  - Classroom School Art Supplies
  - Books
  - Musical Instruments
  - Higher Education Scientific Equipment and Lab Supplies
  - Kitchen Supplies
  - Animal Supplies
- These items can be purchased with the authorized District P-card.
- District and school site staff will receive an email notification to register for their locations' Amazon Business account.
- Personal Amazon accounts **ARE NOT** to be used.
- Please see the attachment to this Briefing, "Registration and Buyers Guide" and "FAQs" as this will provide information for registering your location in this process.
- Each location should have received an invitation to register last year. However, please feel free to contact, Junior Anderson, District Director, Procurement Management Services at [Jcanderson@dadeschools.net](mailto:Jcanderson@dadeschools.net), if your office is experiencing difficulty. For additional information about Amazon Business, please contact Mr. Anderson. As reference only, the District's Amazon contact person is Nadav Swartz, whose email is [swartzn@amazon.com](mailto:swartzn@amazon.com).