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April 12, 2006

PROCUREMENT CIRCULAR 2003-09, Amendment 3

TO: Executive Department Heads  
(excluding DOE, OHA, and UH)

FROM: Aaron S. Fujioka, Administrator

A handwritten signature in black ink, appearing to read "Aaron S. Fujioka".

SUBJECT: Inter-island Airline Ticketing

This Procurement Circular 2003-09, Amendment 3 replaces:

Procurement Circular 2003-09, dated December 10, 2003;  
Procurement Circular 2003-09, Amendment 1, dated May 6, 2004; and  
Procurement Circular 2003-09, Amendment 2, dated December 21, 2004.

An exemption from the procurement process for inter-island airline tickets has been issued to cover the period through December 31, 2006 for all executive departments (excluding DOE, OHA, and UH). The exemption from procurement is issued since the airlines have discontinued all government and prepaid discount rates leaving only published and corporate fares available to travelers. Departments may utilize travel agencies or directly purchase from inter-island carriers.

Agencies are allowed to join inter-island carriers' corporate programs to obtain discounted fares. Contact the airlines sales office for corporate fares, program rules, and application.

The purchase of inter-island airfare is pursuant to a Chief Procurement Officer (CPO) exemption, however, agencies are not required to report these purchases on the SPO Procurement Reporting System (PRS).

If you have any questions, please call me at 587-4700, or your staff may call Bonnie Kahakui, at 587-4702.

cc: Chief Procurement Officers