

Monroe County  
Purchasing  
Administration Building  
One Quaker Plaza, Room 109  
Stroudsburg, PA 18360

The vision of the Monroe County Purchasing Department is to insure the fair treatment of all departments and vendors who interact with the Department; to insure the integrity of the County purchasing process; to encourage fair competition and establish good working relationships with current and future suppliers; to provide the seamless delivery of goods and services to all County departments.

The goal of the Monroe County Purchasing Department is to obtain the best value for County expenditures. The Department purchases goods and services at the lowest cost with providing consideration to quality, service, and delivery specifications.

The Purchasing Department is responsible for ...

- Contacting/maintaining relationships with current/future vendors
- Processing inquiries from suppliers
- Select appropriate suppliers
- Purchasing departmental orders
- Conduct negotiations
- Assisting County departments/agencies as needed
- Bid recommendations
- Conduct business in a professional manner