

Van Buren County Board of Education

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| Monitoring: Review: Annually, in January | Descriptor Term: Bids and Quotations | Descriptor Code: 2.806 | Issued Date: 06/17/99 |
| | | Rescinds: | Issued: |

1 General

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3 All purchases of supplies, materials, equipment, and contractual services in excess of five thousand
4 dollars (\$5,000), including those of individual schools, shall be based on competitive bids. These bids
5 shall be solicited by advertisement in a newspaper of general circulation within the school system.
6 However, said newspaper advertisement may be waived by the purchasing agent in an emergency.
7 The purchasing agent shall advertise for bids and receive quotations.¹

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9 All purchases of five thousand dollars (\$5,000) or less, including those of individual schools, may be
10 made in the open market without newspaper notice, but shall, whenever possible, be based on at
11 least three (3) competitive bids.

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13 The lowest and best bid shall be accepted, provided the purchaser reserves the right to reject any or
14 all bids or any part of any bid and, if applicable, to accept that bid which is best as evidenced by rea-
15 sons relative to the purpose of the purchase. Any bid may be withdrawn prior to the scheduled time
16 for the opening of bids. Any bid received after the time and date specified shall not be considered.

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18 The bidder to whom the award is made may be required to enter into a written contract.

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20 The practice of splitting an order or dividing items to be purchased in order to avoid the use of bid-
21 ding or other purchasing procedures is prohibited.

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23 Contracts for legal services, educational consultants, and similar services by professional persons or
24 groups of high ethical standards shall not be based upon competitive bids but shall be awarded on
25 the basis of recognized competence and integrity.²

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34 Legal References:

- 35 1. TCA 49-2-203(a)(3); TCA 49-2-203(a)(3)(A)(B);
36 TCA 49-2-206(b)(2)
37 2. TCA 12-4-106