

BP805

PURCHASING

The Sevier County Board of Education will purchase competitively. The director will designate a member of his/her staff to serve as the purchasing agent for the Board.

All purchases of supplies, materials, equipment, and contractual services in excess of ten thousand dollars (\$10000), including those of individual schools, will be based on competitive bids. The Board does allow the use of state bids or the use of bids from other educational agencies in the state of Tennessee that have not expired and the winning bidder is willing to provide the product or service at the previously bid price. Should local bids be used, these bids will be solicited by advertisement in a newspaper of general circulation in Sevier County. This advertisement requirement may be waived in an emergency. The principal will serve as the purchasing agent in each school.

The lowest and best bid will be accepted, provided the Board reserves the right to reject any or all bids or any part of any bid and, if applicable to accept that bid which is best as evidenced by reasons relative to the purpose of the purchase. Any bid may be withdrawn prior to the scheduled time for the opening of the bids. Any bid received after the time and date specified will not be considered.

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

Contracts for legal services, educational consultants, and similar services by professional persons or groups will be based on recognized competence and integrity as well as competitive prices.

All purchases made by the school system will be by purchase order or formal contract, and no purchase will be made nor payment approved unless covered by approved purchase order or contract.

October, 2008