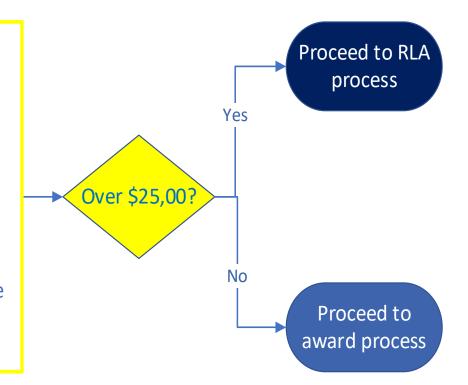


### Competitive Bid Not Required

**Conditions:** 

1030.1 S

Competetive Bid not required (Ch. 10, Sec. 1030) 1030.1 Sole Source
1030.2 Acquisition from Other Government
1030.3 Emergency Purchase
1030.4 Fixed Price Contractual Documents
1030.5 Purchases of \$5,000 or less
1030.6 Purchase of Proprietary Goods for Resale
1030.7 Tax Exempt Organizations and Agencies

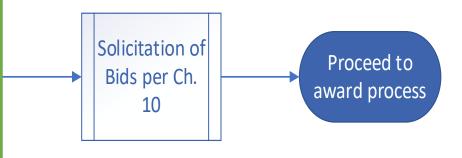


## Informal Competitive Bid

Informal Competitive bid (Ch. 10, Sec.1040)

#### Conditions:

- Purchase is more than \$5,000 but less than \$25,000
- Obtain 3 competitive bids/quotes
- Award to lowest bid with best product/service



### Formal Competitive Bid

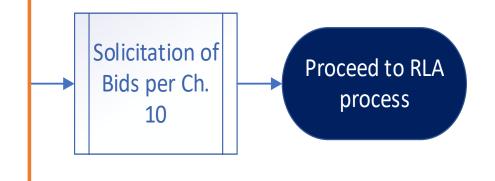
Formal Competitive bid (Ch. 10, Sec. 1050)

### Conditions:

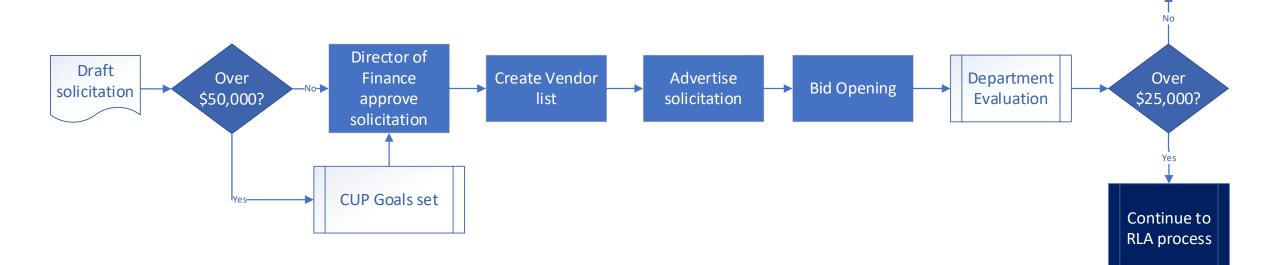
• Purchase exceeds \$25,000

Purchase under formal written contract

• Award to bidder with best product/service available for lowest price



# Solicitation of Bids



Purchasing review and award

#### **Types of Solicitations**:

**Request for Qualifications** – invitation to submit firm qualifications and experience as related to a specific project.

Invitation to Bid – specifications are known, evaluate on best pricing. Ex. One time purchase, Term & Supply contracts.

**Request for Proposal** – invitation to submit proposal for known product or service. Can include bid selection criteria beyond price.

### eRLA Process



Submit to Clerk of Legislature