Code: DJC

BIDDING REQUIREMENTS

Single item purchases or contracts up to $7,999 do not require bids, but the board encourages that inquiries be made of several companies to ensure the district receives the best prices on these items. A list of persons or companies wishing to receive specifications of work to be done, or purchase to be made, shall be kept on file at the central office, and suppliers shall be invited to have their names or firms included. The business manager shall have a procedure for informing appropriate firms on the bid list annually.

Single item purchases or contracts in excess of $8,000 shall be advertised, when feasible, for sealed bids. When feasible, when making purchases or contracts in excess of $8,000, companies on the bid list will be notified and given the opportunity to submit a bid and/or quote.

The district reserves the right to reject any or all bids or quotes and any part(s) thereof. The district may accept that bid or quote which appears to be in the best interests of the district.

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

Although the administration shall not be bound to purchase locally, it shall be the policy to purchase locally, provided goods of equal quality and at competitive total costs are available from local suppliers.

The board encourages cooperative buying with other districts, towns, or agencies when such purchasing is in the interests of this district.

This policy does not apply to the purchase of academic goods and services.

Legal Reference: TITLE 5 MRSA SEC. 1743-A
TITLE 20A MRSA SEC. 1314

Approved: December 4, 2014