

North Dakota State University

Policy Manual

SECTION 818

PROCUREMENT STANDARDS ON FEDERAL AGREEMENTS

SOURCE: NDSU President

1. The acquisition of goods, services, or equipment is subject to the following standards.
 - 1.1 Procurement actions shall follow a procedure to assure the avoidance of purchasing unnecessary or duplicative items. Where appropriate, an analysis shall be made of lease and purchase alternatives to determine which would be the most economical, practical procurement.
 - 1.2 Positive efforts shall be made by the University to utilize small business and minority-owned business sources of supplies and services. Such effort should allow these sources the maximum feasible opportunity to compete for contracts utilizing federal funds.
 - 1.3 All proposed sole source contracts for purchase or where only one bid or proposal is received in which the aggregate expenditure is expected to exceed \$10,000 shall be subject to prior approval at the discretion of the federal sponsoring agency.
 - 1.4 The Office of Grant and Contract Accounting will review purchase requisitions or request for payments which exceed \$10,000.

HISTORY:

New	July 1990
Amended	April 1992
Amended	August 2007
Amended	June 22, 2015
Housekeeping	March 28, 2016
Housekeeping	January 8, 2019