

DANBURY PUBLIC SCHOOLS

Danbury, Connecticut

POLICY

BIDS AND PURCHASES - COMPETITIVE

Adopted: 9/8/99

Policy No. 3-501*

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Consistent with the approved budget, the district will utilize available funds by purchasing competitively.

The acquisition of all supplies, equipment and services will be centralized in the Business Office, under the direction and supervision of the Director of Finance and Support Services, who functions under the direction of the Superintendent, and through whose office all purchasing transactions are controlled.

The Director of Finance and Support Services will exercise sound business judgment and all appropriate purchasing methods, such as competitive bids, cooperative bids, lease/purchase agreements and city, state and federal contracts, to secure the best value of goods and services at the least cost to the Board.

Lease/purchase arrangements are subject to the regulations promulgated thereunder.

The District is an Equal Opportunity and Affirmative Action purchaser, and bids from all vendors, including those from enterprises owned by minorities and women, are encouraged.