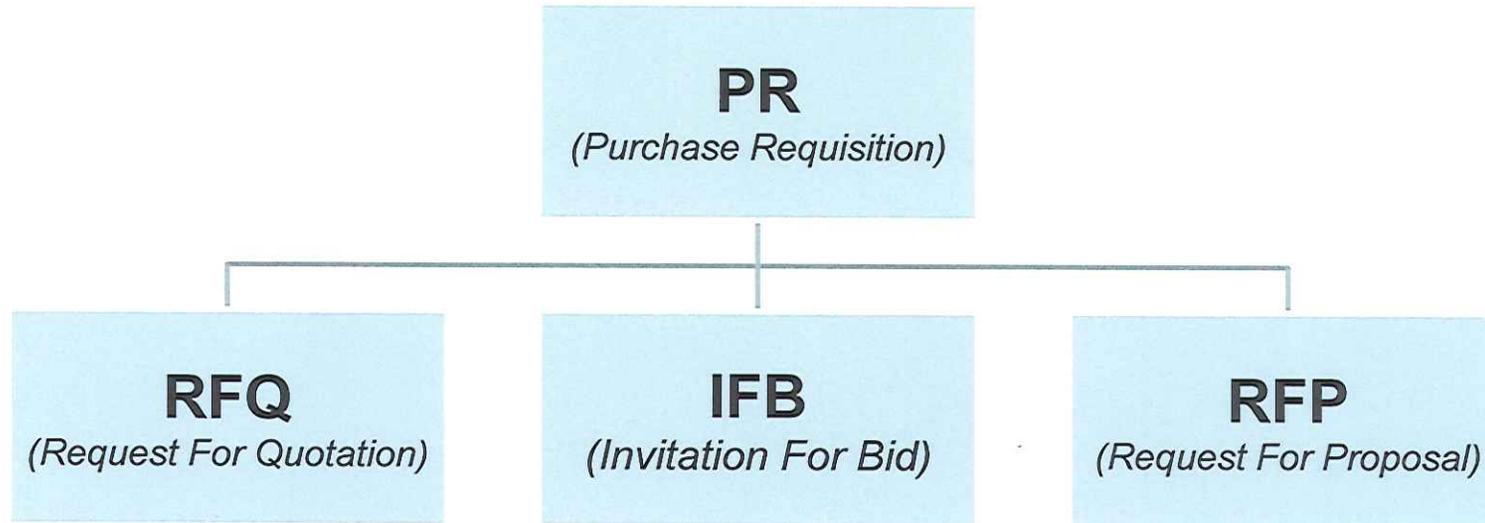


3 types of Competitive Bids

Purchase Requisition Flow Chart



commodity type situation

Used for
One-Time Purchases

Bids will not be negotiated
("Sealed Bid")

Awarded as
Purchase Order (PO)

✦ Awarded to the Lowest Responsive and Responsible Bid Meeting Specifications

commodity type situation

Used for
Repetitive Purchases

Bids will not be negotiated
("Sealed Bid")

Awarded as
SMART-based Contract or Purchase Order (PO)

✦ Awarded to the Lowest Responsive and Responsible Bid Meeting Specifications

specialty service

Used for
One-Time or Repetitive Purchases

✓ **NEGOTIATED PROCUREMENT**
("Competitive Sealed Proposals")

Awarded as
Contract or Purchase Order

✦ Awarded to the bidder Offering **Best Value**

✦ Evaluation starts with lowest cost proposal; by statute, any award that bypasses a lower cost proposal must be reported to the Legislature

1/2/12