

SOLICITING PRICES/BIDS AND QUOTATIONS

The Superintendent shall be responsible for attracting as many vendors as possible. Advertisement of bids in the newspaper is required and coverage of any mailing list compiled of responsible bidders shall be done by direct mailing. Bids received must be sealed and will be opened at the designated time and place. Quotations should be received only when the price will not exceed the limit required by law for bidding. Bidding and the solicitation of quotes shall be in accordance with law.

This school district shall not enter into any contract with a person, agency, or organization if it has knowledge that such person, agency or organization discriminates on the basis of race, color, creed, religion, sex, ancestry, national origin, age, social or economic status, or non-job-related handicap or disability, either in employment practices or in the provisions of benefits or services to pupils or employees. It shall actively seek bidders who comply with its affirmative action program.

The Board of Education reserves the right to reject any or all bids in whole or in part, and to accept that bid which appears to be in the best interest of the school system. Orders will be placed based on quality, price and delivery, with past performance or location a factor if all other considerations are equal.

Performance Guarantees

All bonds, certificates, and guarantees required by the Board of Education or state statute shall be specified in the bidding documents. The successful bidder shall file with the Board of Education secretary all documents pertaining to guarantee and performance bonds.

Professional Services

In the event that professional or unspecified services are required, the Board of Education shall proceed in accordance with applicable law.

Purchases Not Subject to Bid

Purchases not subject to bid shall be made in strict conformity with both statute and administrative code.

Legal References:

<u>N.J.S.A.</u>	18A:18A-3	Purchases, contracts and agreements not requiring advertising
<u>N.J.S.A.</u>	18A:18A-4	Contracts and agreements requiring advertising
<u>N.J.S.A.</u>	18A:18A-5	Exceptions to requirement for advertising
<u>N.J.S.A.</u>	18A:18A-6	Standards for purchase of fresh milk; penalties; rules and regulations
<u>N.J.S.A.</u>	18A:18A-7	Emergency purchases and contracts
<u>N.J.S.A.</u>	18A:18A-8	Contracts not to be divided
<u>N.J.S.A.</u>	18A:18A-9	Periodic solicitation of bids
<u>N.J.S.A.</u>	18A:18-11 thru -14	Joint Purchases
<u>N.J.S.A.</u>	18A:18A-21	Bidding
<u>N.J.S.A.</u>	18A:18A-26	Classification of Bidders
<u>N.J.S.A.</u>	18A:18A-27 thru -33	Qualifications of bidders
<u>N.J.S.A.</u>	18A:18A-36 thru -39	Awarding contracts
<u>N.J.S.A.</u>	40A:11-10 thru -12	Public contracts
<u>N.J.S.A.</u>	18A:11-1	General mandatory powers and duties

Cross References:

3300	Expenditures/expending authority
3320	Purchasing procedures

Adopted/Revised: 10/23/86; 12/17/15