

MANUAL OF PROCEDURE

PROCEDURE NUMBER: 6236

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PROCEDURE TITLE: Tie Bids for Purchases

STATUTORY REFERENCE: Section1001.65(1), Florida Statutes; Section1010.04(2), Florida Statutes; State Board of Education Rule 6A-14.0734

BASED ON POLICY: VI-2 Bidding for Commodities and Services

EFFECTIVE DATE: August 2, 1978

LAST REVISION DATE: February 12, 2024


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I. PURPOSE

To establish guidelines for the Purchasing Department in determining the successful Invitation to Bid (ITB) awardee, when bids are equal with respect to price.

II. PROCEDURE

- A. In the event of a tie bid, determination of successful awardee shall be made based on the following criteria in listed order:
1. Local vendors shall be given preference over other vendors, refer to MDC Procedure 6560.
 2. Florida vendors shall receive preference over out of state vendors.
 3. If successful awardee cannot be determined based on criteria 1 or 2 above, tie bids shall be awarded pursuant to a coin toss.

	02/12/2024
PRESIDENT DATE	