

MANUAL OF PROCEDURE

PROCEDURE NUMBER: 6236

PAGE 1 of 1

PROCEDURE TITLE: Tie Bids for Purchases

STATUTORY REFERENCE: FLORIDA STATUTES 1001.65(1) AND 1010.04(2) CHAPTER 6A-14.0734 STATE BOARD OF EDUCATION RULES

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

EFFECTIVE DATE: August 2, 1978

LAST REVISION DATE: November 8, 2005

LAST REVIEW DATE: November 8, 2005

I. PURPOSE


To establish guidelines for the Purchasing Department in the determination of the successful vendor when two or more bids are equal with respect to price, quality and service.

II. PROCEDURE

Tie bids are defined as two or more bids which are equal with respect to price, quality and service.

A. In the event of a tie bid from two or more vendors:

1. Local vendors will be given preference over other vendors.
2. Florida vendors will receive preference over out of state vendors.
3. Other tie bids shall be determined by a coin toss.

 11/8/05
PRESIDENT DATE