

## Policies and Regulations

### NEPN Code: DJF/STI

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#### Fiscal Management

#### Bidding Procedures

#### Local/Competitive Purchasing

Local purchasing will be favored whenever the following factors are equal between local and non-local vendors subject to statutory bid requirements:

1. Conformance to specifications
2. Suitability of product
3. Quality of product
4. Price
5. Past services to school district
6. Convenience of delivery

The following procedure will be used:

1. In case of tie satisfactory bids, within-state bidders will be chosen over out-of-state bidders.
2. In case of tie satisfactory bids, which are submitted by within-state bidders, the successful bidder shall be settled by lot.
3. In case of tie satisfactory low bids, which are submitted by out-of-state bidders, the successful bidder shall be settled by lot.
4. In case of tie satisfactory low bids, submitted by the same bidder, (one on the specified item and one on an alternate item), the School District reserves the right to accept the bid on either item and such acceptance shall not be considered a rejection of the item not accepted.

Legal Reference:       SDCL  
                              5-18A               Public Agency Procurement – General Provisions  
                              13-20               School District Purchases and Contracts

#### RELATED POLICIES:

DJE/STI – Bidding Procedures

DJEA/STI – Deposit and Performance Bond Not Required of Supply and Equipment Bidders

DJG/STI – Vendor Relations

Policy		Board Action	(formerly 3313.1)
adopted:	05 -28 -68	13052	
amended:	10 -25 -93	27458.2d	
amended:	03 -11 -85	21978	
amended:	08 -14 -95	28225	
reviewed:	03 -12 -07	34669	
reviewed:	04 -14 -11	36027	