

BusinessSoliciting Prices (Bids & Quotations)

1. All single purchases of, and contracts for, supplies, materials, equipment and contractual services over twenty-five thousand dollars (\$25,000) shall be based on competitive bids, except in emergency situations. All orders or contracts put to bid shall be awarded to the lowest, responsible, qualified bidder, but the quality of articles to be supplied, their conformity with specifications, their suitability to the requirements of the educational system, and the delivery terms shall be taken into consideration.
2. With respect to bids for insurance, the Board of Education may waive competitive bidding for insurance when it considers such waiver to be in the best interest of the Board; provided, however, that a full explanation of the reasons for such waiver shall be entered in the minutes of the Board and shall be open to public inspection. The City Comptroller should be involved prior to any Board of Education action.

Legal Reference: Code of Ordinances - City of Norwich, CT
Chapter 7, Article II Purchases, Sales and Contracts
7-39

Policy Adopted: 12/18/84
Policy Revised: 5/22/07
Policy Revised: 5/14/19

NORWICH PUBLIC SCHOOLS
Norwich, Connecticut