



334465-02 Definitions for procurement terms.

- (A) Bid ' LV GHILQHG DV D SURVSHFWLYH YHQGRU ¶ V university, including specifications of the product(s) (or construction project) to be delivered, and the cost for which the prospective vendor would agree to deliver it.
- (B) ³ 3 URSRVDO ´ LV D SURVSHFWLYH YHQGRU ¶ V GHV services it would provide in response to the Q LYH rules ¶ V (request for proposal) including supporting information such as the SURVSHFWLYH YHQGRU ¶ V TXDOLILFDWLRQV SU in which the proposed solution would satisfy the university ¶ V QHHGV and (for services other than professional design for construction) the proposed fee structure.
- (C) ³ & RPSHWLWLYH ELGGLQJ ´ LV WKH SURFHVV RI contract award, either through adherence to the process defined in Chapter 153 of the Revised Code (for public improvements) or through the competitive bidding process set forth in rule 334465-16 of the Administrative Code
- (D) ³ & RPSHWLWLYH VHOHFWLRQ ´ LV WKH SURFHVV provider through advertising and receipt of proposals. This is done either through adherence to the process defined in Chapter 153 of the Revised Code (for public improvements), or through the competitive selection process set forth in rule 334465-16 of the Administrative Code (invitation to bid).
- (E) ³ 5 HTXHVV IRU a Request for Quotation Vendors for specific items or a small project. The format typically covers defined item(s) to be purchased, number of items and per unit cost. A request for quotation is similar to bid terms, but applicable to purchases below bid threshold.
- (F) ³ 5 HTXHVV IRU a Request for Qualification Vendors to submit their qualifications for a particular service or project.

- (G) ³ 0 L Q R U L W \ E X V L Q H V V H Q W O F F I C O M P A N Y H A T 0 % (L V D has been in business for longer than one year and is fifty-one per cent owned and controlled by a minority person(s) as defined by the state of Ohio, certified by the equal opportunity coordinator of the state of Ohio.
- (H) ³ 0 D J O X D U W ' L V W K H H O H F W U R Q L F S X U F K D V L Q J university.
- (I) ³ 3 X U F K D V H A D E M P L O Y E E A U T H O R I Z E D B Y T H E I R D E P A R T M E N T T O P D N H S X U F K D V H V R Q W K H G H S D U W P H Q W \ V E H K
- (J) ³ % L G W K U H V K R O G ' L V W K H Y D O X H R I D S X U F K D V bidding or competitive selection process is required pursuant to rule 334465-16 of the Administrative Code. The bid threshold for goods, supplies and services is forty-nine thousand, nine hundred ninety-nine dollars.
- (K) ³ 5 H V S R Q V L E I S A V E N D O R Q U A L I F I E D in substantial conformance with the conditions, requirements and specifications detailed in the invitation to bid or request for proposal.
- (L) ³ 5 H V S R Q V L E I S A V E N D O R Q U A L I F I E D on the basis that it has adequate resources to perform a contract; is able to comply with associated legal or regulatory requirements; be able to deliver according to the contract schedule; has a history of satisfactory performance; has a good reputation regarding integrity; has or is able to obtain necessary resources to fulfill the contract; and is otherwise eligible and qualified to be awarded the contract.
- (M) ³ 3 X U F K D V L Q J D J H Q W ' L V D Q H P S O R \ H H L Q S X I assists in the selection and purchase of goods and services by gathering information about products, prices and vendors. Also,

distributes invitations to bid and requests for proposals and receives responses from vendors in the form of bids and proposals.

(N) 3 9 H Q G R U ' L V D S H U V R Q G R L Q J E X V L Q H V V Z L W K
to do business with the university.

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