



REGULATION: FGCU-PR6.014

*Effective
Date of
Regulation:*

01/15/08

Purchasing Authority of the University

The President or designee is delegated authority to serve as the central procurement officer for the University and has the duty to:

- (1) Canvass sources of supply and contracting for the purchase or lease of all commodities and contractual services for the University, in any manner, including purchase by installment- or lease-purchase contracts. Installment- or lease-purchase contracts may provide for the payment of interest on unpaid portions of the purchase price.
- (2) Remove any contractor from the University's competitive vendor list that fails to fulfill any of its duties specified in a contract with the University or governmental entity.
- (3) Plan and coordinate purchases in volume and negotiating and executing agreements and contracts for commodities and contractual services under which the University may make purchases.
- (4) Evaluate and approve contracts let by governmental entities for the procurement of commodities and contractual services, when it is determined to be cost-effective and in the best interests of the University to make purchases under contracts let by such other entities.
- (5) Elect as an alternative to any provision in Section 120.57(3)(c), Florida Statutes, to proceed with a competitive solicitation or contract award process when it is set forth, in writing, that the particular facts and circumstances which demonstrate that the delay due to staying the solicitation or contract award process would be detrimental to the interests of the University. After the award of contract resulting from a competitive solicitation in which a timely protest was received and in which the University did not prevail, the contract will be cancelled and re-awarded to the prevailing party unless the final order or settlement between the parties provides otherwise.

- (6) Award contracts for commodities and contractual services to one or multiple suppliers, if it is determined to be in the best interest of the University. Such awards may be made on behalf of the University or a consortia of the University and other governmental entities, and the contracts may be for multiple years.
- (7) Reject or cancel any or all competitive solicitations when determined to be in the best interests of the University.
- (8) Reserve the right to waive any minor irregularities in an otherwise valid bid, proposal or reply. Variations that are not minor cannot be waived.

Specific Authority:

§1001.74(4), 1010.04 FS.

Law Implemented:

§120.57(3), 1001.74(5), (17), (29), 1001.75(5), 1010.04 FS.

History:

New 9-30-99, Amended 7-10-03

Effective Date of Regulation:

July 10, 2003