

Sussex County Community College
Policy No.: 401.6
Area: Business and Finance
Adopted: March 27, 2018
Revised and Re-Adopted: July 27, 2021

401.6 Procurement/Bidding

**PURPOSE OF THE POLICY AND GENERAL STATEMENT OF
PROCUREMENT/BIDDING**

The purpose of the Procurement/Bidding policy is to ensure the College operates and procures goods and services by following all State bidding requirements and implements accurate and appropriate internal accounting control systems.

The Board of Trustees has designated the President, CFO & Vice President of Administrative Services and the Director of Purchasing as the contracting agents of the College and delegated the authority to make awards in the best interest of the College by following the provisions of NJSA 18A:64A-1 et seq., and other applicable State and Federal public contracting laws and as may be limited by other College policies. No other individual has authority to enter into purchase contracts or, in any way, obligate the College for procurement indebtedness unless specifically authorized to do so in writing by the Board of Trustees. Any such purchase commitments are considered unauthorized and may not be honored for payment.

NJSA 18A:64A-25.1, et seq.: County College Contracts Law
NJSA 18A:18A-1, et seq.: Public School Contracts Law
N.J.A.C. 9A:12-1.1 et seq.

Cross References:

401.2 Public Bidding

401.4 Financial Reporting