

MAINE COMMUNITY COLLEGE SYSTEM

**FINANCIAL AFFAIRS
Section 705**

SUBJECT: PURCHASING

PURPOSE: To establish a uniform purchasing and related payments policy throughout the Maine Community College System

A. Introduction

As an entity entrusted with the expenditure of public funds, the Maine Community College System shall comply with the highest professional standard of conduct when committing such funds through purchasing, and shall strive to purchase goods and services in a fair, open and cost efficient manner.

B. Authority

The colleges and other component parts of the MCCS shall have the authority to purchase their own goods and services. Purchasing practices shall seek to procure goods and services of the highest quality and lowest price in a timely, cost efficient manner practicable.

C. Competitive Bidding

The System shall, to the greatest extent practicable and unless otherwise provided by MCCS policy or procedure, use competitive bidding to procure its goods and services. Principles of fair and open competition shall be adhered to when soliciting, reviewing and accepting bids.

D. Conflict of Interest

All employees shall represent the System's best interests when purchasing goods and services, and shall comply with the MCCS policy on conflict of both actual and apparent conflicts of interest.

REFERENCES: 20-A M.R.S.A. §12706(7) and (12); and §12709(8)

DATE ADOPTED: June 24, 2009

DATE(S) AMENDED: