

PURCHASING BID LIMITS

The Purchasing Department shall convert the purchase requisition to a purchase order by following the competitive pricing procedures approved by the District Board of Trustees.

- Broward College Procurement Policy/Procedure Requirements, A6Hx2-6.34 (Revised 01/2/19)
- Florida Department of Education, Rules of Community Colleges, Rule 6A-14.0734 and [Florida Statutes 287.017](#)

State Approved Purchasing Dollar Thresholds

PURCHASES UP TO \$10,000.00	\$0.00 to \$10,000.00: No formal or informal competition is required: The requesting department shall obtain (1) one quote identifying the best value for the required commodity or service. Note, a statement of work (SOW) must be provided if services are requested. SDB (A6Hx2.6.36) vendors listed on the College's vendor database should be contacted, if practicable.
\$10,000.01 to \$35,000.00	\$10,000.01 up to Category (2) two (currently \$35,000.00) per Florida Statute Section 287.017, Three Quotes: The requesting department shall obtain three (3) quotes providing the best value for the required commodity or service. However, a statement of work (SOW) must be provided if services are requested. At least three (3) available vendors should be contacted, of which at least (2) should be SDB (A6Hx2.6.36) vendors listed on the College's vendor database, if practicable.
\$35,000.01 to \$65,000.00	\$35,000.01 up to Category (3) three (currently \$65,000.00) per Florida Statute Section 287.017, A Request to Quote: The Procurement Services Department, shall process a Request to Quote, with detailed specifications of what is required (provided by the Requesting Department). SDB (A6Hx2.6.36) vendors, if practicable, as listed on the College's vendor database, shall be contacted.
\$65,000.00 or greater	Category (3) three (currently \$65,000) per Florida Statutes Section 287.017, or greater, Formal Solicitation: For purchases exceeding category (3) three the College must release a formal competitive solicitation for goods or services. The College must advertise that it is seeking goods or services, allow the public at large to compete for award of the contract.