

Purchase Order Award Criteria

FIN-PUR-5.5



About This Policy

Effective Dates:

02-18-1992

Last Updated:

07-26-2016

Responsible University Administrator:

Vice President and Chief Financial Officer

Policy Contact:

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Scope

All Indiana University units and employees.

Policy Statement

Awards shall be made employing a combination of the following criteria:

1. Degree to which the item(s) or service quoted will best fill the University's requirements
2. Price includes freight, payment terms, and life-cycle costing
3. Delivery date
4. Service
5. Expertise
6. Everything being equal, purchase will be made from local, state and U.S. vendors, in that order

Reason For Policy

Cost may not be the sole criteria considered in the award of purchase.

Definitions

Life-Cycle Costing: Includes total acquisition price, installation, annual operating and maintenance costs, and residual value.

History

This policy was established on February 18, 1992.