

Procurement Policy: Promotional Items



In an effort to control costs on promotional give aways the number of approved promotional vendors have been reduced. Consolidation of the vendor list will result in more competitive pricing. Effective January 1, 2021 - ALL Promotional Item orders, regardless of cost, must be competitively bid based on the conditions below:

\$0-\$15,000 two quotes required; \$15,001-\$50,000 three quotes required; > \$50,001 Requires RFP process.

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