



334465-02 Definitions for procurement terms.

- (A) Bid ' LV GHILQHG DV D SURVSHFWLYH YHQGRU ¶ V university, including specifications of the product(s) (or construction project) to be delivered, and the cost for which the prospective vendor would agree to deliver it.
- (B) ³ 3 U R S R V D O ´ LV D SURVSHFWLYH YHQGRU ¶ V G H V professional design services it would provide in response to the Q L Y H U e s ¶ V (request for proposal) including supporting information such as the SURVSHFWLYH YHQGRU ¶ V T X D O L I L F D W L R Q V S U in which the proposed solution would satisfy the university ¶ V Q H H G V and (for services other than professional design for construction) the proposed fee structure.
- (C) ³ & R P S H W L W L Y H E L G G L Q J ´ LV W K H S U R F H V V R I contract award, either through adherence to the process defined in Chapter 153 of the Revised Code (for public improvements) or through the competitive bidding process set forth in rule 334465-16 of the Administrative Code
- (D) ³ & R P S H W L W L Y H V H O H F W L R Q ´ LV W K H S U R F H V V provider through advertising and receipt of proposals. This is done either through adherence to the process defined in Chapter 153 of the Revised Code (for public improvements), or through the competitive selection process set forth in rule 334465-16 of the Administrative Code (invitation to bid).
- (E) ³ 5 H T X H V W I R U R F Q O L M n D W L R Q V V e n d o r s for specific items or a small project. The format typically covers defined item(s) to be purchased, number of items and per unit cost. A request for quotation is similar to bid terms, but applicable to purchases below bid threshold.
- (F) ³ 5 H T X H V W I R U R F Q O L M n D W L R Q V V e n d o r s to submit their qualifications for a particular service or project.

- (G) <sup>3</sup> 0 L Q R U L W \ E X V L Q H V V H Q P W I T L O S P A N Y I N A T 0 % ( L V D  
has been in business for longer than one year and is fifty-one  
per cent owned and controlled by a minority person(s) as defined by  
the state of Ohio, certified by the equal opportunity coordinator of  
the state of Ohio.
- (H) <sup>3</sup> 0 D J O X D U W ' L V W K H H O H F W U R Q L F S X U F K D V L Q J  
university.
- (I) <sup>3</sup> 3 X U F K D V H A D E M P L O Y E E A U T H O R I Z E D B Y T H E I R D E P A R T M E N T T O  
P D N H S X U F K D V H V R Q W K H G H S D U W P H Q W I V E H K
- (J) <sup>3</sup> % L G W K U H V K R O G ' L V W K H Y D O X H R I D S X U F K D V  
bidding or competitive selection process is required pursuant to rule  
334465-16 of the Administrative Code. The bid threshold for  
goods supplies and services is forty-nine thousand, nine hundred  
ninety-nine dollars.
- (K) <sup>3</sup> 5 H V S R Q V L E I S A V E N D O R Q U A L I F I E D  
in substantial conformance with the conditions, requirements and  
specifications detailed in the invitation to bid or request for  
proposal.
- (L) <sup>3</sup> 5 H V S R Q V L E I S A V E N D O R Q U A L I F I E D  
adequate resources to perform a contract; is able to comply with  
associated legal or regulatory requirements; be able to deliver  
according to the contract schedule; has a history of satisfactory  
performance; has a good reputation regarding integrity; has or is  
able to obtain necessary resources to fulfill the contract; and is  
otherwise eligible and qualified to be awarded the contract.
- (M) <sup>3</sup> 3 X U F K D V L Q J D J H Q W ' L V D Q H P S O R \ H H L Q S X I  
assists in the selection and purchase of goods and services by  
gathering information about products, prices and vendors. Also,

distributes invitations to bid and requests for proposals and receives responses from vendors in the form of bids and proposals.

(N) 3 9 H Q G R U ' L V D S H U V R Q G R L Q J E X V L Q H V V Z L W K  
to do business with the university.

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