Procurement Process Flowchart

When utilizing government-awarded funds to procure goods, services, or other items, is it necessary to follow procurement procedures?

100% YES!

How do we determine which procurement method is the most appropriate?

At the very least, a dollar threshold must be taken into account during the initial procurement phase.

Is the aggregate total spent going to be at, or below $3,000?

YES

Available Procurement Options:
- Micro-Purchase
- Small Purchase
- Sealed Bid
- Competitive Bid

NO

Is the aggregate total spent going to be between $3,000.01- $250,000.00?

YES

Available Procurement Options:
- Small Purchase
- Sealed Bid
- Competitive Bid

NO

Is the aggregate total spent going to be $250,000.01 or greater?

YES

Available Procurement Options:
- Sealed Bid
- Competitive Bid

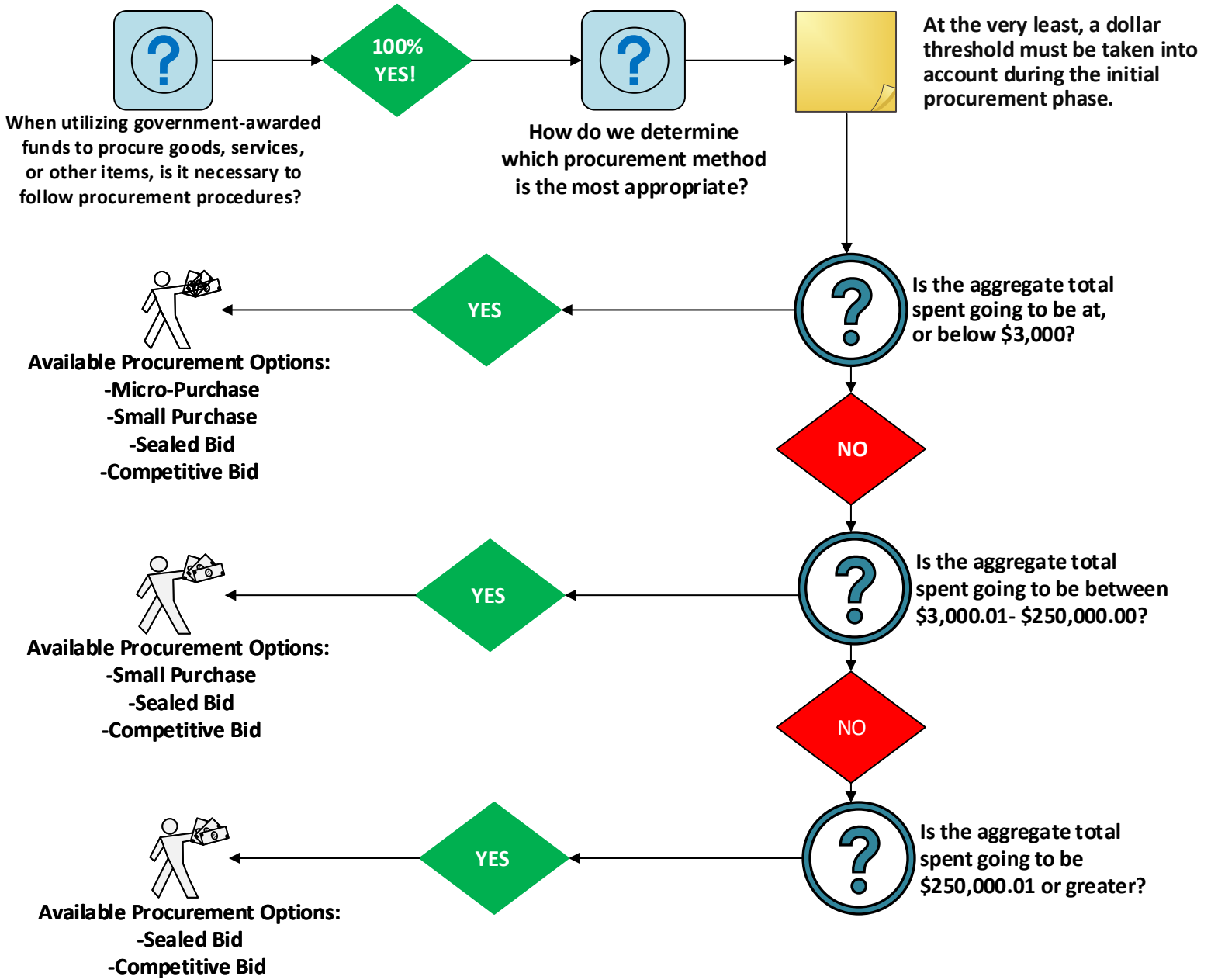**Note: _Aggregate_**
Total amount spent, over time, with that vendor, or for that specific product or service. It is NOT limited to the amount charged to a specific grant/program, and it is gross total amount spent.

Visit TDHCA's Website, Procurement Section for more details.

References

2 CFR 200 SUBPART D 200.313(E)

Contracts "Management of Equipment and Inventory" Section

TEXAS GRANT MANAGEMENT STARDARDS (TxGMS) "Property Standards"

DOE WAP Only WPN 24-6 10 CFR 600.134