

Informal

Formal Methods

	Micro Purchases	Procurement by Small Purchase Procedures	Sealed Bids (IFB) (formal)	Competitive Proposals (RFP) (formal)	Non-competitive Proposals
Regulations	200. 320(a) 200.67	200.320(b) 200.88	200. 320(c)(1)(i-iii) 200. 320(c)(2)(i-v)	200. 320(d)(1)	200.320(f)(1)
Procedures in a nutshell	Purchases not exceeding \$10,000, may be awarded without soliciting competitive quotations if price is reasonable	Purchases not exceeding applicable Small Purchase Threshold (Fed=\$250,000). Minimum of three price quotes	Technical specifications Advertise bid Public bid opening Award on price alone – firm fixed price	Solicitation includes evaluation criteria. Award based on score with primary weight on price (not price alone)	Item available only from a single source; public exigency; competition deemed inadequate
SA oversight	Assurance of reasonable and necessary costs; purchases distributed equitably among qualified suppliers; Buy American; documented	Assurance of competition; Buy American; documented	Assurance of advertising, bid opening, resulting in fixed price contract (required provisions--7 CFR Part 210, 2 CFR Part 200, Appendix 2 Part 200)	Assurance of advertising, proper evaluation/award, results in fixed price or cost reimbursable contract (required contract provisions--7 CFR Part 210, 7 CFR Part 200, Appendix 2 Part 200) SA must assure SFA receives discounts, rebates and credits in cost reimbursable contracts	Assure adherence to 200.320(f)(1)