

## Informal

## Formal Methods

	Micro Purchases	Procurement by Small Purchase Procedures	Sealed Bids (IFB) (formal)	Competitive Proposals (RFP) (formal)	Non-competitive Proposals
<b>Regulations</b>	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)
<b>Procedures in a nutshell</b>	Purchases not exceeding \$25,000 (or \$50,000 for private schools), may be without soliciting competitive quotations if the price is reasonable	Purchases not exceeding applicable Small 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 with primary weight price (not price)	Item available only from a single source; public exigency; competition deemed inadequate
<b>SA oversight</b>	Assurance of reasonable and necessary costs; purchases distributed equitably among qualified suppliers; Buy American; documented	Assurance of competition; American; documented	Assurance of advertising, bid opening, resulting in <b>fixed price</b> contract (required provisions--7 CFR Part 210, 2 CFR Part 200, Appendix 2 Part 200)	Assurance of advertising, proper evaluation/award, results in <b>fixed</b> or <b>cost</b> contract (required contract provisions--7 CFR Part 210, 7 CFR Part 200, Appendix Part 200) SA must assure SFA receives discounts, rebates and credits cost reimbursable contracts	Assure adherence to 200.320(f)(1)