
SCHOOL DISTRICT NO. 36 (SURREY)

No. 4600.2

REGULATION: VENDOR COMMODITY LIST

1. OBJECTIVES

1.1 The Purchasing Department is to maintain the school district's Vendor Commodity List as a methodology to systematically assess, select and review vendor qualifications in order to:

- (a) Source goods and services which satisfy the school district's needs; and
- (b) Provide open access for vendors to seek the school district's business.

2. APPLICATION FOR LISTING

2.1 In order to provide reasonable opportunities for interested vendors to seek the school district's business, the Purchasing Department will provide interested vendors with information on how to seek the school district's business.

3. MAINTENANCE OF THE VENDOR COMMODITY LIST

3.1 In order to conduct purchasing in an efficient and cost effective manner, the Purchasing Department may eliminate vendors from a commodity list where:

- (a) Bids are not being submitted by the vendor;
- (b) The range of product available from the vendor is limited;
- (c) Bids are consistently non-competitive; or
- (d) Performance by the vendor is at less than the expected standard.

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