
BPS Procurement Directive Requirements Overview

The BPS Procurement Directive has been developed based on the BPS Supply Chain Guideline which was developed in consultation with BPS organizations and was recognized by the Auditor General in his report.

The BPS Procurement Directive substantially aligns with:

- Provincial Trade Agreements
- Management Board of Cabinet (MBC) Procurement Directive

The Procurement Directive has the following requirements:

- A Supply Chain Code of Ethics
 - Procurement Policies and Procedures – 25 mandatory requirements
1. Segregation of Duties
 2. Approval Authority
 3. Competitive Procurement Thresholds
 4. Information Gathering
 5. Supplier Pre-Qualification
 6. Posting Competitive Procurement Documents
 7. Timeline for Posting Competitive Procurements
 8. Bid Receipt
 9. Evaluation Criteria
 10. Evaluation Process Disclosure
 11. Evaluation Team
 12. Evaluation Matrix
 13. Winning Bid
 14. Non Discrimination
 15. Executing the Contract
 16. Establishing the Contract
 17. Termination Clauses
 18. Term of Agreement Modifications
 19. Contract Award Notification
 20. Vendor Debriefing
 21. Non-Competitive Procurement
 22. Contract Management
 23. Procurement Records Retention
 24. Conflict of Interest
 25. Bid Dispute Resolution

Source

URL: <https://www.uoguelph.ca/finance/departments-services/purchasing-services/making-purchases/bps-overview>
