

Section: Finance (FN)

Subject: Procurement

Legislation:

Effective: November 25, 1982

Revision: May 31, 1994; June 3, 2003; August 15, 2003 (reformatted); November 24, 2003; June 14, 2005 (reconfirmed); June 1, 2006 (reconfirmed); June 4, 2007 (reconfirmed); May 27, 2008 (reconfirmed); May 26, 2009 (reconfirmed); June 1, 2010 (reconfirmed); May 31, 2011 (reconfirmed); September 1, 2016 (reformatted); June 4, 2020

**APPROVED:** \_\_\_\_\_  
**Chair, on Behalf of SAIT's Board of Governors**

## **POLICY**

The policy of the Board of Governors is to acquire property and services and to dispose of obsolete or unnecessary property following formal open tender process, competitive bidding process, or single/sole sourcing.

### **POLICY/PROCEDURE REFERENCE**

FN.7.1.3 Procurement procedure

FN.7.1.4 SAIT Credit Card procedure

*The official controlled version of this document is held in the Board of Governors office.*