University of Colorado

Boulder | Colorado Springs | Denver | Anschutz Medical Campus

PROCUREMENT SERVICE CENTER

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Supplier Information [1]

About Purchasing

The Purchasing Department is part of the Procurement Service Center (PSC), a consolidated office serving the University of Colorado's campuses (Boulder, Colorado Springs, Denver) and System Administration.

The Purchasing Department provides leadership to the University of Colorado in the procurement of goods and services. It balances the need to provide efficient and timely service to its customers with the need to ensure sound business controls in order to protect the assets of the University. The Purchasing Department is responsible for ensuring that all purchases of goods and services are made in accordance with University of Colorado Procurement Rules and, if applicable, Federal policies.

Supplier Orientation

The Purchasing Department schedules Supplier Orientations on a regular basis to explain how the University does business. These are free of charge and open to all interested suppliers. Pre-registration is required.

Purchasing Thresholds

PSC Purchasing follows the University of Colorado Procurement Rules. All purchases, regardless of funding source, are subject to the same policies. There are several ways that goods and services may be purchased, depending on what is being purchased.

How to Participate in the Bidding Process

The University posts all its solicitations on the CU Sourcing Website. The website is designed to notify interested suppliers of the University's intent to purchase goods or services. Businesses that wish to respond to open solicitations must be registered in the CU Supplier Portal.

Gifts and Gratuities

The University of Colorado adheres to the University of Colorado Procurement Code of Ethics. It is against University of Colorado policy for anyone involved with purchasing goods or services on behalf of the University to accept gifts, entertainment, favors or services from present or potential suppliers.

Small Business Program

The University of Colorado operates a Small Business Program whose mission is to maximize the opportunities for small business concerns to participate in the University's business of procuring goods and services at all dollar levels.

Construction

Construction falls under the delegation of the Office of the State Architect. For information on construction-related matters, contact the Facilities Department on the appropriate campus.

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