

HEALTH SCIENCE CENTER HANDBOOK OF OPERATING PROCEDURES

Chapter 6	Fiscal Policies and Procedures	Effective:	May 2000
Section 6.7	Purchasing	Revised:	
Policy 6.7.1	Policies	Responsibility:	Assistant Vice President for Business Affairs

POLICIES

Purchasing Authority and Policy

The purchasing authority and policy of the Health Science Center is governed by the authority and by the directives of state statutes, the Federal Office of Management and Budget, and The University of Texas Board of Regents.

State Statutes

Article 601b, *Vernon's Texas Civil Statutes, General Services Commission Act*, Article 3, enacted September 1, 1979, established the State of Texas Purchasing System setting forth both authority and policy.

Regents' Rules and Regulations

The Board of Regents' *Rules and Regulations, Series 20000*, "Administration", establishes authority to obligate institutional funds relative to procurement, purchasing ethics, and purchasing procedures. It states that the *General Services Commission Act* of 1979 shall govern the purchasing policies of The University of Texas System.

Authority to obligate institutional funds (including gifts, grants, and contracts) for purchases of supplies, materials, equipment, and services (including repairs and maintenance agreements) is granted solely to the Director of Purchasing, unless otherwise specifically approved by the Health Science Center's President, the Executive Vice Chancellor for Health Affairs, and Chancellor, or by the Board of Regents. The Health Science Center can assume no liability for payment of obligations except those incurred in accordance with authority thus granted.

Federal Regulations

Federal Register, Part II: Office of Management and Budget, Attachment 0, Circular No. A-110, grants, and agreements with institutions of higher education, hospitals and other non-profit organizations provides standards for establishing procurement policies and procedures.
