

RELATIONS WITH VENDORS

POLICY

In order to promote effective and economical selection of goods and services the Board of Education of the Valley Stream Union Free School District #24 ("the District") encourages a wide variety of vendors and contractors to be contacted or welcomed to present information about their products and services.

The Purchasing Department shall not extend favoritism to any vendor. Each order will be placed on the basis of quality, price and delivery, with past service being a factor only if all other considerations are equal.

Residence or place of business of vendors may be a consideration only in cases where identical quotes have been submitted.

In interviews with salespersons, no employee of the District shall commit the District, by implication or otherwise, on preference for any product, or give any information regarding performance or price which might in any way embarrass the District or the Purchasing Department.

All requests for prices and/or all purchases of goods and services or repair service will be made through the Business Office.

BOARD OF EDUCATION

Adopted: October 25, 1984

Revised: December 15, 2010