

VIGO COUNTY SCHOOL CORPORATION
TERRE HAUTE, INDIANA

File: DJAC

QUANTITY PURCHASING

The Board of School Trustees encourages quantity buying whenever practical and feasible in order to achieve the resulting economies.

Quantity buying on the basis of an annually planned budget shall be encouraged in accordance with the total needs of the school corporation and other factors such as warehousing which will accommodate the purpose of this policy.

An annual calendar of purchasing shall be established by the Superintendent of Schools or designee and presented to the Board of School Trustees for its approval not later than the second meeting of January of each budget year. Where possible, all steps will be taken toward the objective of quantity purchasing to include, but not be limited to, the following:

1. Standardization of products.
2. Standardization of supplies and equipment.
3. Standardization of packing.
4. Scheduled order periods.

Adoption Date: October 12, 1977

Legal Ref:

Cross Ref: