**PURCHASES GREATER THAN $21,000**

When the cost for a single good or related series of goods and for any services with a dollar value greater than $21,000 requires competitive bidding. Competitive bids must be documented. Documentation can be by some form of formal written bid. Contracting officers will determine the appropriate form of bidding by evaluating the complexity or nature of the purchase.

**Exceptions to Competitive Bidding**

**Exceptions include, but are not limited to**

1. Contracts funded by federal funds or private donations regardless of the amount.

Bidding will not be solicited for commodities or services purchased from Commonwealth contracts, State System of Higher Education Contracts (PASSHE) through public agencies such as the Pennsylvania Institute for the Blind and Handicapped (PIBH/Unique Source), or other commonwealth agencies.

2. Purchases from the [Department of General Services’](http://www.dgs.state.pa.us/)master contracts by use of a purchase order.

3. Contracts where the contractor is the sole source of the requested service.