

 <b>YUKON ENERGY</b>	Goods & Services Guidelines GS-005	<b>DEPARTMENT:</b>		<b>INQUIRIES TO:</b>		<b>TOPIC:</b>	
		All		Corporate Services		Competitive Bid Threshold Guideline	
		<b>ISSUED:</b>		<b>REVIEW DATE:</b>		<b>APPROVED BY:</b>	
		March 2006		February 2009		_____ Director, Corporate Services	

## 1.00 Purpose

- 1.01 To clearly identify and provide guidance to the various departments of the corporation in determining when competitive bids are required and the financial thresholds that determine the use of various competitive bids.

## 2.00 Competitive Bid Thresholds

- 2.01 Competitive Bid Thresholds are provided to identify when certain competitive bids are required in the procurement of goods, services and equipment for the Corporation.
- 2.02 a) The President & CEO may waive any provision of this policy when it would be in the best interest of Yukon Energy to do so.
- b) Directors may award non-competitive contracts up to a maximum value of \$25,000.00. The President & CEO must approve all other non-competitive contracts. The criteria as set out in the Non-Competitive Purchases Guideline (GS-010) shall be adhered to.
- c) In all other cases, competitive bidding will be applied as follows:

<i>Purchase Value Threshold</i>	<i>Competitive Bid Application</i>
Up to \$5,000	Competitive bids <b>not</b> required; delegated purchasing/contracting authorities may enter into a Purchasing Agreement (minor works contract, Consulting Contract, Purchase Order, LPO, VISA, Standing Agreement, etc.)
\$5,001 to \$25,000	Competitive bids required – a minimum of two (2) phone vendor quotations are required.
\$25,001 to \$50,000	Competitive bids required – a minimum of three (3) written vendor quotations are required
\$50,001 to \$100,000	Competitive bids required – Corporate Services solicits bids from a minimum of three vendors.
More than \$100,000	Competitive bids required – Corporate Services releases a Public bid where any number of vendors can compete. A minimum of three vendors should be invited.