

# Purchasing and Business Services Manual (PUR)

## PUR 104: Procurements not exceeding \$100,000

Effective: 7/1/1985

Revised: 11/1/2020

### Purpose

Define requirements for Procurements that do not exceed \$100,000.

### Source

[Arizona Board of Regents Policy Manual - 3-803.C.1](#)

### Policy

[Arizona Board of Regents Policy Manual - 3-803.C.1](#) allows any Procurement, other than a Procurement for Construction, that does not exceed the aggregate dollar amount of one hundred thousand dollars (\$100,000), be made in accordance with University Policies and Procedures.

Additionally, [Arizona Board of Regents Policy Manual - 3-803.C.1](#) requires any Procurement that does not exceed the aggregate dollar amount of one hundred thousand dollars (\$100,000) be restricted, if practicable, to Small Businesses.

A Procurement involving Construction not exceeding one hundred thousand dollars (\$100,000) shall be made pursuant to University Policies and Procedures, the Simplified Construction Procurement Program, and [Arizona Board of Regents Policy Manual - 3-803.C.6](#).

Procurement requirements shall not be artificially divided or fragmented to circumvent the source selection procedures required.