Mission, Vision, Principles

Mission: To provide vendor contracts for schools to purchase quality goods and services at reasonable prices.

Vision: We provide quality products and services at an economical cost in an efficient manner through technological advances, interaction with other agencies, and continued minority outreach programs. Procurement provides timely and economical contracts for implementation of the MCPS mission.

Principles: Public purchasing embraces a fundamental obligation to the general public to ensure that procurements are accomplished in accordance with the intent of the laws enacted by the appropriate legislative body. The intent of MCPS is that:

- All procurement procedures be conducted in a fair and impartial manner with avoidance of any impropriety or appearance of impropriety.
- All qualified vendors have access to public business.
- No offeror be arbitrarily or capriciously excluded.
- Competition be sought to the maximum feasible degree.
- The rules governing contract awards be made clear in advance of the competition.
- Specifications reflect the procurement needs of the purchasing body rather an being drawn to favor a particular vendor.

Since competition is sought to the maximum feasible degree, when conducted fairly and honestly, competitive procurement does not guarantee that a preferred brand or vendor will be selected; instead, that the most favorable prices will be obtained for that quality level which is specified.

The function of the Procurement Unit is to obtain, without favor or prejudice, the proper amount of the suitable product at the best possible price and to have it available when it is needed. Each order shall be placed on the basis of quality, safety, price, delivery, and with fast service being a factor.

All procurement transactions will be conducted in accordance with federal and state laws, and the rules and regulations of the Board of Education.

Download the complete Procurement Manual.