



DIVISION OF FINANCE & OPERATIONS
LAMAR UNIVERSITY
Procurement & Payment Services

As revised in the Texas State University System (TSUS) Contract Management Handbook, Version 3, dated September 2020, the following Procurement Threshold Limits for Lamar University have changed.

Estimated Spend	Procurement Method
<\$15,000.00	Direct / Open Market Purchase: No competitive procurement is required.
\$15,000.01 to \$50,000.00	Informal Bid: Requires informal written quotes from three (3) or more potential vendors. It is strongly encouraged that at least two (2) quotes be with Historically Underutilized Businesses (HUB) vendors within this dollar range.
>\$50,000.01	Formal Bid: Requires a formal procurement to be conducted by the Procurement Services staff, another state agency, or a Group Purchasing Organization.

NOTE: The funding source does not play a role in whether a solicitation is required.

Purchases from a HUB vendor are always encouraged in order to meet the statewide HUB Annual Utilization Goals.

For additional information, please contact the Procurement & Payment Services department at 409.880.8000.