

# ALABAMA PROCUREMENT CODE

**Fiscal Year End:** September 30

1. **Prequalifications:** None. Although the Purchasing Division *may* screen vendors, this screening is not a prerequisite for bidding on every state contract.
  - a. **AL Code: 355-4-1-.03.10** → Prior to the purchase of a specific good or service, the Purchasing Division may screen potential vendors to determine those firms that are capable, financially and otherwise, of providing the desired good or service in accordance with the specifications, within the desired time frame and in the desired quantities. The vendors on this Pre-Qualified Bidders List will receive the ITB for the good or service.  
[Alabama Department of Finance-Purchasing Division](#)
2. **Auto-drop:** None.
3. **Life Cycle Costing (LCC):** Not mentioned.
4. **Piggybacking:** Allowed.
  - a. **AL Code Sect. 41-16-21.1** → The governing authorities of two or more agencies within the same county or adjoining counties, whose contracts are required under this article to be let by competitive bidding, may provide by joint agreement for the purchase of labor, services or work or for the purchase or lease of materials, equipment, supplies or other personal property for use by their respective agencies. Such agreement shall be entered into by similar executive orders or resolutions issued or adopted by each of the participating governing authorities which shall set forth the categories of labor, services or work or the materials, equipment, supplies or other personal property to be purchased or leased, the manner of advertising for bids and of awarding of contracts, the method of payment by each participating contracting agency, and other matters deemed necessary to carry out the purposes of the agreement. Each contracting agency's share of expenditures for purchases under any such agreement shall be appropriated and paid in the manner set forth in the agreement and in the same manner as for other expenses of the contracting agency. The contracting agencies entering into a joint agreement, as permitted by this section, may designate a joint purchasing agent and such agent shall have the responsibility to comply with the provisions of this article. Purchases, contracts or agreements made pursuant to a joint purchasing agreement shall be subject to all of the terms and conditions of this article.
5. **Recycle Preferences:** Not mentioned.
6. **Minority/Small/Disadvantaged Business Enterprise preferences:** Encourage quotes from minority and small business; preference for products made my the Alabama Institute for the Deaf and Blind (AIDB)
  - a. **AL Fiscal Procedures Manual 4-5.H.1** → Requires a minimum of two (2) written valid vendor quotes. Additional written quotes may be obtained at Buyer's discretion. Every effort is to be made to obtain quotes from minority and small business. Quotes must be firm and include the vendor name and FEIN.

- b. **AL Fiscal Procedures Manual 4-5.O** → Whenever products made by the AIDB meet the requirements of the department or agency in terms of quality and quantity, then these products will have preference. These products do not take priority over products produced or manufactured by Alabama Correctional Industries (Code of Alabama 1975, 21-2-2, as amended).

## 7. **Cooperative Purchasing**

### **National IPA**

The City of Tucson, AZ has awarded a national cooperative purchasing agreement available to agencies through National Intergovernmental Purchasing Alliance (National IPA). Visit the National IPA website for state specific information <http://www.nationalipa.org/statutes.html>

### **National Joint Powers Alliance (NJPA)**

NJPA currently supports over 100 national contracts for products and services that are available to local governmental agencies and other not for profit entities. Additional information can be found by visiting NJPA's State Procurement Resources web site.

<http://www.njpacoop.org/national-cooperative-contract-solutions/legal-authority/>

\*\*\* **AL Procurement Code:**

<http://www.legislature.state.al.us/CodeofAlabama/1975/coatoc.htm>

\*\*\* **AL Procurement Rules & Regulations / Fiscal Procedures**

[http://purchasing.alabama.gov/pages/rules\\_regs.aspx](http://purchasing.alabama.gov/pages/rules_regs.aspx)