

Procurement Needs are Defined

Is there an internal supplier

Create Purchase Requisition with internal supplier in MMP

Create Catalog Purchase Requisition in MMP

Is there an external supplier already under contract?



\$ 5,000 to \$24,999

\$ 25,000 to \$ 133,799

Over \$ 133,800

Solicit a minimum of one (1) written proposal using McGill templates

Solicit a minimum of three (3) written proposals or justify exception using McGill templates

Public Tender / Review Mutual Agreement Exceptions

Supplier selection / Contract negotiations



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