

## The American University of Kurdistan Procurement Policy

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### I. INTRODUCTION

- a. Authority: The Board of Trustees (herein referred to as «š®Ÿ at The American University of Kurdistan (herein referred to š`´ °) Ž «® ) ª¥j ®¥µ ) is authorized to establish rules and regulations to govern and operate the University and its programs.
- b. Purpose:5 59.32 §1.2 reo 0;0v8 0 59.32 §1.2 reWF1 11.i

### III. OVERVIEW

It is essential that the University continually tries to ensure that all purchases are cost-effective while acquiring any goods and services. The Office of Finance in regard to procurement, is committed to preserving cost savings. To ensure these results, goods and services that the University purchases should be requested, authorized, received, and paid according to the published procedures. Individuals making unauthorized purchases are subject to personal liability for any





(> \$25,000)

At least three written quotes are required

Appendix A

VPAF Approval  
( 1000)

President Approval

Name:

Date:

Signature:

| Qty | Budget Code | Item # | Description & Purpose | Unit Price ( . . ) | Unit Price (\$) | Total ( . . ) | Total (\$) |
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