



UTTyler™

THE UNIVERSITY OF TEXAS AT TYLER





UT Tyler

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Institutional Facts

With a mission to improve educational and healthcare outcomes for East Texas and beyond, the University of Texas at Tyler (UT Tyler) was established in 1971 and offers more than 80 undergraduate and graduate programs to 10,000 students. UT Tyler recently merged with The University of Texas Health Science Center at Tyler, now known as the UT Tyler Health Science Center (UTTHSC). Through its alignment with the UTTHSC and UT Health East Texas, UT Tyler has unified these entities to serve Texas with quality education, cutting-edge research and excellent patient care. Classified by Carnegie as a doctoral research institution and by U.S. News & World Report as a national university, UT Tyler has campuses in Tyler, Longview, Palestine and Houston.



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Purchasing Function Semi-Decentralized Organization

Purchasing at UT Tyler is semi-decentralized. The Procurement Services office at UT Tyler is organized to serve all departments of the University, which has over 200 Budget Authorities that are authorized to expend funds. At lower dollar thresholds, departments have considerable discretion in purchasing of goods and services. As dollar threshold rise, individual departments must seek various levels of assistance from Procurement Services. At the highest threshold, a formal procurement must be conducted by the Procurement Services division with departments providing subject matter expertise.



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Purchasing Thresholds and Bid Requirements

Small Purchase Orders (less than \$15,000.00)

Purchase Orders for **less than \$15,000.00**, including freight and all additional service charges, may be issued without competitive bids.

Informal Bids/Quotes (\$15,000.00-\$50,000.00)

Purchases \$15,000.00 - \$50,000.00 including freight and all additional service charges shall require a minimum of three (3) informal bids/quotes. At least two (2) bids/quotes must be obtained from certified Texas HUBs, if available. University departments submits bid information to Procurement Services for approval and issuance of a purchase order.

Open Market Procurements (more than \$50,000.00)

Purchases more than \$50,000.00 including freight and all additional service charges shall require written formal bids/proposals/offers in response to a solicitation issued by the Procurement Services office unless the good(s)/service(s) is available utilizing an accredited Group Purchasing Organization (GPO).



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Where do I find Bid Opportunities?

All formal solicitation documents for the UT Tyler campus are posted on UT Tyler's Bonfire Interactive Procurement Portal. Website: <https://uttyler.bonfirehub.com>

All formal solicitation documents for the UT Health Science Center at Tyler are posted on the Electronic State Business Daily website. Website: <https://www.txsmartbuy.com/esbd>

Procurement Portal University of Texas at Tyler



Department:

[Log in](#)

[Open Public Opportunities](#)

[Past Public Opportunities](#)

| Status ▲ | Ref. # | Project | Department | Close Date | Days Left | Action |
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Upcoming Bid Opportunities

UTT South Plant Renovation

UTT Cowan Center South Lobby Renovation

UTT Library Level 4 Renovation

UTT Library Air Handling Upgrades

UTT Liberty Lane Right Hand Turn Lane Construction

UTT Athletics/Golf Team Putting Green Construction

UTT Ratliff Building - South Patio Canopy Construction

UTHSCT Convert Clinical Administrative Space to Academic Space Construction

UTT Summer Cleaning of Residence Halls

UTT Athletic Chartered Travel 2023-24



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UTT Procurement Team

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Bid Opportunities: <https://uttyler.bonfirehub.com>

Procurement Website: <https://www.uttyler.edu/procurement-services/>

HUB Website: <https://www.uttyler.edu/procurement-services/hub-program/>



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Questions?

