

**3670**

**VENDOR RELATIONS**

The Nye County School District reserves the right to determine when and how representatives of vendors are received by its employees; however, in all instances, vendor representatives are to be treated with courtesy and fairness.

All school district employees concerned with the purchase of goods and services shall make available to all prospective bidders or vendors the same information relative to the purchase of a given item or service.

Specifications, terms and conditions of all bids and quotations shall be prepared in language familiar to the trade.

No favoritism will be extended to any vendor. Each order will be placed on the basis of quality, price, and delivery, past services being a factor if all other considerations are equal.

No person officially connected with or employed by the District will be an agent for, or have any pecuniary or beneficial interest in, or receive any compensation or reward of any kind from any vendor for sale of supplies, materials, equipment, or services.

Reviewed: January 15, 2013

Adopted: April 9, 1997

Revised:

NEPN/NSBA Classification: DJG

Legal Reference: