
SECTION 14

PURCHASING

14.01 PURCHASING

AUTHORITY:

*PROCUREMENT OF GOODS ACT AND
REGULATIONS*

ADMINISTRATION:

PROCUREMENT SERVICES
DEPARTMENT OF FINANCE

EFFECTIVE DATE:

DECEMBER 2023

14.01 PURCHASING

(1) PURPOSE

This policy provides the legislation and regulations for purchasing by specified provincial departments and agencies.

The object of the *Procurement of Goods Act* is to ensure that:

- (a) suppliers have equal access to opportunities;
- (b) fair and open competition among suppliers is maintained; and
- (c) the best quality, service and price for supplies is obtained.

(2) APPLICATION

This policy applies to departments listed in the schedule to the regulations of the *Procurement of Goods Act* and applies as follows:

- Schedule “A” - Departments except the Legislative Assembly
 - Schedule “B” - Crown corporations, Education Authorities and Commissions
- except to the extent that their enabling legislation may incorporate alternate requirements such as Ministerial or Board Authority.

While this policy **does not apply** to the Legislative Assembly or to Reporting Entities subject to alternate legislation, **the spirit and intent** of the policy should serve as a **guideline** for these entities in developing their own policies. Reporting Entities that develop policies differing from Treasury Board require approval of Treasury Board.

(3) BUDGETARY CONSIDERATIONS

Departments are responsible to ensure that they have funding within their appropriation to cover purchases. Where funding is required beyond their appropriation (i.e. Special Warrant), approval by Treasury Board/Executive Council is required.

(4) TRADE AGREEMENTS

Specified purchases by Government and other public agencies are covered by the Canadian Free Trade Agreement. A summary of the guidelines is provided in Attachment 13.04-I of Section 13 of the Manual.

Procurement Services should be consulted with respect to any question regarding the application of trade agreements.

(5) INTERPRETATION

In cases where an interpretation is required, such should be referred to the Secretary to Treasury Board, or their delegated officer, who will make the interpretation or refer the matter to Treasury Board, if a Treasury Board decision is deemed necessary.