

Purchasing of Materials and Equipment

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American University of Armenia

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AUA has a centralized purchasing procedure through the Purchasing Department. The Purchasing Department's responsibility is to conduct its operations in an honest, competitive, fair and transparent manner, to identify and purchase the best quality products at the lowest prices.

Office supplies are purchased from the AUA bookstore or the warehouse, based on prior approval of the Department head.

All AUA departments should follow the established Purchasing Procedure.

Related Documents

Bidding Form

Procedure on Purchasing

Purchasing Request Form

Supply Material Input Form

Supply Material Output Form