

# Purchasing Authority

Revised 6/11/2025

# Purchasing Benchmark Tiers



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- Appalachian State University
- **East Carolina University**
- North Carolina Agricultural & Technical State University
- MC State University
- ► University of North Carolina at Chapel Hill
- University of North Carolina at Charlotte
- ► University of North Carolina at Greensboro
- University of North Carolina Wilmington

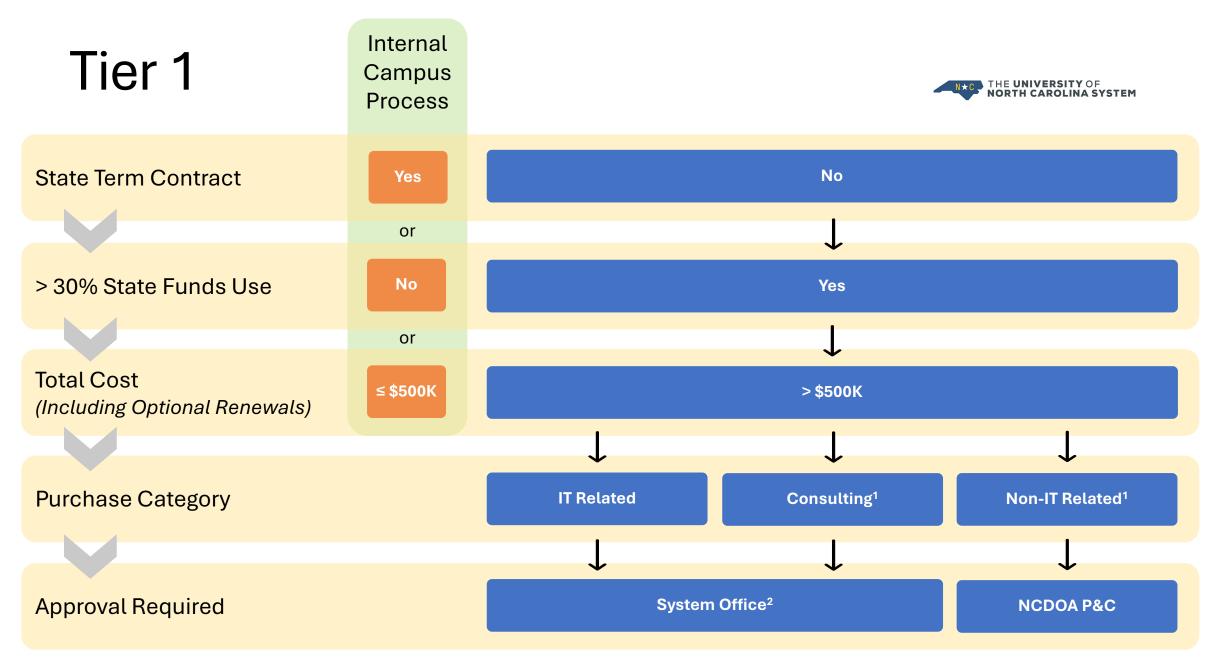


- North Carolina Central University\*\*
- University of North Carolina at Pembroke
- Western Carolina University
- Winston-Salem State University



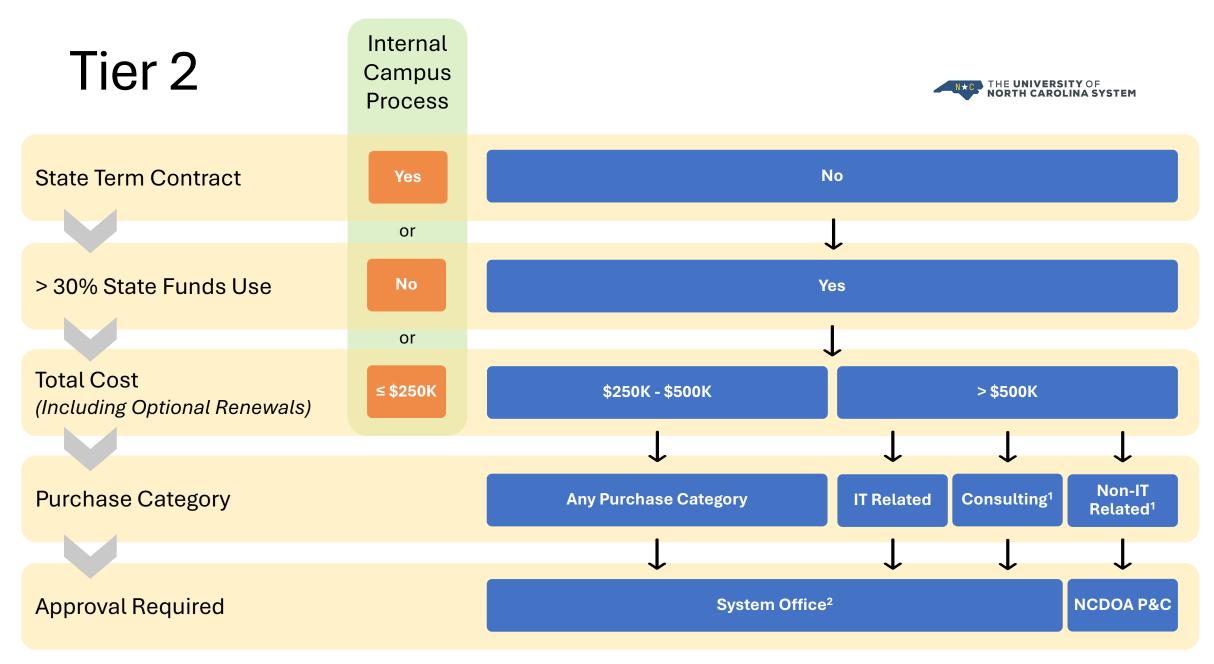
- Elizabeth City State University
- Fayetteville State University
- North Carolina School of Science & Mathematics
- ► PBS North Carolina\*
- University of North Carolina Asheville
- **™** University of North Carolina School of the Arts
- University of North Carolina System Office\*

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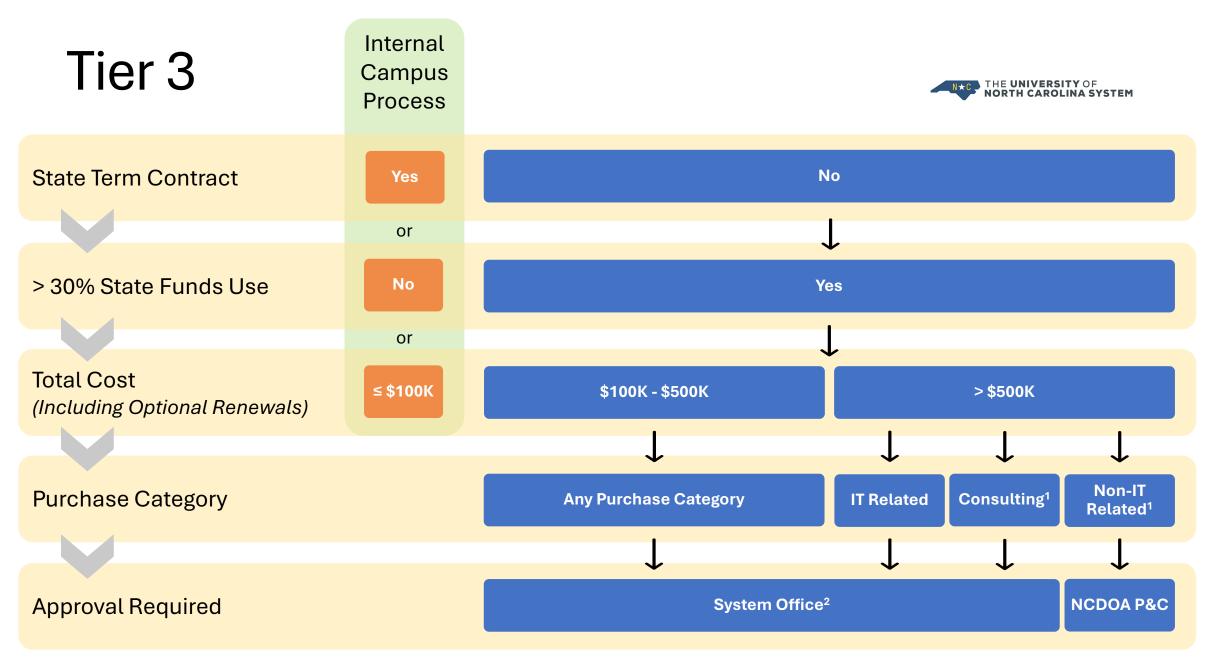
<sup>&</sup>lt;sup>1</sup>Purchases >\$1M require the submission of a NCDOA P&C High Value Form.

<sup>&</sup>lt;sup>2</sup>Purchases must have the final contract draft reviewed by the institution's GC prior to the submission of a <u>System Office Purchase Approval Form (SOPAF)</u>.



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## Approval Processes

## **UNC System Office**

### Workflow (Automated Webform)

- System Office Purchase Approval Form (SOPAF) submission
- Institution's Purchasing Director endorsement
- Institution's CFO endorsement
- System Office Purchasing Director review
- System Office CFO review
- Approved/Denied package returned to institution

### **NCDOA Purchase & Contract**

### Workflow (eProcurement)

- Visit <u>Procurement Information Portal (PIP)</u> for instructions (Strategic Sourcing)
- ePro form submission
- P&C review
- Approved/Denied in My Documents portlet in ePro