



# PROCUREMENT POLICY

Adopted by the Board of Commissioners  
of  
Cocopah Indian Housing and Development  
on  
January 31, 2007  
by  
Resolution Number: CIHAD 2007-02

## **PROCUREMENT POLICY**

The Board of Commissioners ("Board") of Cocopah Indian Housing and Development ("CIHAD") recognizes that it is necessary to procure all supplies, materials, equipment and contracted services in order to effectively administer CIHAD housing programs and that such activities be conducted in conformance with the Native American Housing Assistance and Self-Determination Act (also known as "NAHASDA") and any other applicable federal, state, local or tribal laws or regulations, along with any other CIHAD requirements.

The Board appoints and delegates procurement authority and administration to the Contracting Officer, who shall be the Chief Executive Officer ("CEO") or other individual he/she has authorized in writing. The Contracting Officer is responsible for the execution and administration of all CIHAD contracts. The Contracting Officer or designee shall be responsible for the procurement of all supplies, materials, equipment and/or contracted services. The Contracting Officer shall also issue operational procedures to implement this Policy. The execution of such responsibility shall be at all times to the best interest of CIHAD and in conformance with CIHAD policy and procedures.

This Procurement Policy and any later changes shall be submitted to the Board for approval. The Board is responsible for ensuring that any policies to be adopted are appropriate for CIHAD.

It is CIHAD's policy to resolve all contractual issues informally at the CIHAD level, without litigation.

CIHAD shall to the greatest extent feasible provide preference to Indian-owned economic enterprises and Indian organizations.