

Texas A&M University-San Antonio

15.01.02.O0.01 Federal Procurement Integrity Act

Approved: October, 2010

Revised: April, 2012

Revised: May, 2014

Next Scheduled Review: May, 2019

Procedure Statement

The purpose of this Procedure is to define the parameters to remain in compliance with the Office of Federal Procurement Policy Act as it applies to contractors who seek procurement contracts from the federal government in order to provide the government or one of its agencies with goods or services.

Official Procedure

1. During the course of any federally funded purchases of goods or services neither the University, any officer, employee, agent, representative and/or consultant of the University is prohibited from knowingly, directly or indirectly:
 - 1.1 Making directly or indirectly any offer or promise of future employment or business opportunity to, engage in any discussion of future employment or business opportunity with any procurement official of such agency;
 - 1.2 offering, giving or promising to offer to give, directly or indirectly, any money, gratuity or other thing of value to any procurement official of such agency;
 - 1.3 soliciting or obtaining, directly or indirectly, from any officer or employee of such agency, prior to the award of a contract, any proprietary or source selection information regarding said procurement.

2. Prior to the commencement of any federally funded purchase, each officer, employee, agent, representative and/or consultant of the University who personally and substantially participates in the preparation or submission of the bid will certify by signing the Federal Procurement Integrity Act Certification Form that they are familiar and will comply with the Federal Procurement Integrity Act.
 - 2.1 Prior to participating in any federally funded purchase, the officer, employee, agent, representative and/or consultant of the University who personally and substantially participates in the preparation or submission of a bid will contact the Procurement

Department and complete and sign the Federal Procurement Integrity Act Certification Form.

2.2 The Procurement Department will retain an original copy on file.

3. REPORTING OBLIGATION

3.1 Any officer, employee, agent, representative and/or consultant of the University shall report any violation or possible violation directly to the Procurement Department or the Compliance Department. Any person found to be in violation of this policy may be subject to disciplinary action as outlined in Texas A&M University-San Antonio Procedure 32.02 Discipline & Dismissal of Non-Faculty Employees.

Non-Compliance

Any person found to be in violation of this Procedure may be subject to disciplinary action as outlined in A&M-San Antonio Procedure 32.02.02.00.01 *Discipline & Dismissal of Non-Faculty Employees*.

Related Statutes, Policies, or Requirements

System Regulation [15.01.02 Federal Procurement Integrity Act](#)

A&M-San Antonio Procedure [32.02.02.00.01 Discipline & Dismissal of Non-Faculty Employees](#)

[Office of Federal Procurement Policy Act, 41 U.S.C.423](#)

Contact Office

Finance and Administration, Office of Procurement Services (210) 784-2030
