



Standard Administrative Procedure (SAP)

15.01.02.L0.01 Federal Procurement Integrity Act

First Approved: April 8, 2013
Revised: October 3, 2019
Next Scheduled Review: October 3, 2024

Procedure Statement and Reason for Procedure

The purpose of this SAP is to define parameters to maintain 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 and services.

Procedures and Responsibilities

1. GENERAL

- 1.1 During the course of seeking a federal procurement contract to provide goods or services, Texas A&M International University (TAMIU) and/or any officer, employee, agent, representative, and/or consultant of TAMIU is prohibited from knowingly, directly or indirectly:
- (a) Making any offer or promise of future employment or business opportunity, or engaging in any discussion of future employment or business opportunity, with any procurement official of such agency;
 - (b) Offering, giving, or promising to offer or give any money, gratuity, or other thing of value to any procurement federal official of such agency;
 - (c) Soliciting or obtaining from any officer or employee of such agency, prior to the award of a contract, any proprietary or source selection information regarding said procurement.

- 1.2 Prior to commencement of or participation in a federal procurement contract, each officer, employee, agent, representative, and/or consultant of TAMIU who personally and substantially participates in the preparation or submission of the bid will certify that they are familiar and will comply with the *Federal Procurement Integrity Act* by signing the *Federal Procurement Integrity Act Certification* (see Appendix). Signed certifications will be maintained by the Purchasing Department.
- 1.3 Any officer, employee, agent, representative, and/or consultant of TAMIU shall report any violation or possible violation of the *Federal Procurement Integrity Act* directly to the Office of Compliance. Any person found to be in violation of this policy may be subject to disciplinary action.

Related Statutes, Policies, Regulations, or Rules

[U.S. Code Title 41, Subtitle I, Division B, Chapter 21, Sections 2101 – 2107, *Restrictions on Obtaining and Disclosing Certain Information*](#)

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

Appendix

[*Federal Procurement Integrity Act Certification*](#)

Contact Office

Office of the Provost and Vice President for Academic Affairs, 956-326-2240