

reimbursement to the bidder.

### **3.106.05 Public Notice**

#### **3.106.05.1 Publication**

Every procurement in excess of \$50,000 must be publicized: [Section 31-7-13, Mississippi Code of 1972, Annotated](#).

- (1) In a newspaper published in the county or municipality in which the agency is located or a newspaper of statewide general circulation;
- (2) By submitting notice to be published to [Mississippi Procurement Technical Assistance Program](#) on the same day that the notice is submitted to the newspaper;

#### **3.106.05.2 Content of Advertisement**

When composing the advertisement to appear in the legal notice section of the newspaper, the intent is to include information that will promote competition.

#### **Commentary**

The following is a suggested guide for a legal advertisement:

The (name of the entity) will accept sealed bids until (time of bid opening), (day of the week), (month), (date), (year) for the purpose of purchasing the following:

- o Name of commodity/service you wish to procure,
- o Bid file number
- o Detailed specifications may be obtained by contacting (name of contact person) at (telephone number), at (physical mailing address) or at (email address).

#### **3.106.05.3 Mississippi Procurement Technical Assistance Program**

[Section 31-7-13\(c\)\(i\), Mississippi Code of 1972, Annotated](#), clearly states, "On the same date that the notice is submitted to the newspaper for publication, the agency or governing authority involved shall mail written notice to, or provide electronic notification to the main office of the [Mississippi Procurement Technical Assistance Program](#) that contains the same information as that in the published notice."

#### **3.106.05.4 Advertising Time**

Advertising time is the period of time between the date of publication of the advertisement and the time and date set for receipt of bids. This time is set by [Section 31-7-13\(c\), Mississippi Code of 1972, Annotated](#). This section shall be interpreted to mean the advertisement for bids must be published once each week for two consecutive weeks with the second notice being published on