

Regulations on Quality Assurance Inspections

I. North Carolina General Statute § 143-60(3) requires the president of the University of North Carolina to issue regulations or guidelines for conducting of quality inspections by constituent institutions to ensure that deliveries of supplies, materials and equipment and chemical and/or physical tests of samples submitted with bids and deliveries have been made in compliance with specifications.

II. In accordance with General Statute § 143-60(3), the University of North Carolina has established the following regulation for conducting these required quality inspections by constituent institutions. This regulation applies to items over \$5,000, which require inspection by a designated person(s) at a constituent institution in accordance with the following:

A. The individual(s) assigned to perform inspections at a constituent institution shall inspect all materials, supplies, and equipment upon delivery to ensure compliance with the contract requirements and specifications.

B. The constituent institution must ensure that all items and services purchased comply with applicable codes, statutes, local ordinances, policies, or safety requirements.

C. When samples are required in response to a solicitation document issued by the constituent institution, the constituent institution shall test, or have tested, those samples.

D. When commodities or services are delivered and fail to meet the specifications or contract requirements, the discrepancy shall be resolved by the constituent institution which issued the solicitation document. The constituent institution which issued the solicitation document shall notify the vendor promptly when defects are discovered and, if practicable and in accordance with the terms of the contract, may withhold payment until the vendor cures the defects.

E. Final documentation of quality inspections shall reside in the Enterprise Resource Planning System or purchase order file utilized by the constituent institution in the form of a receipt of the goods or services, thus acknowledging the inspection was performed and was satisfactory.