

JUSTIFICATION FOR SOLE SOURCE (Simplified Acquisitions <\$150K)

The service or material listed on _____ is sole source and competition is precluded for reasons indicated below. There are no substitutes available for this material or service.

Restricted to the following source. Provide *original manufacturer's* name. (If a sole source manufacturer distributes via dealers, ALSO provide dealer information.)

Manufacturer: _____

Manufacturer POC & phone nr. _____

Mfr. address _____

Dealer / Rep _____

Dealer / Rep address / phone nr. _____

____ Description of the item or service required, the estimated cost, and required delivery date.

_____ Specific characteristics of the material or service that limit the availability to a sole source (unique features, function of the item, etc.). Describe in detail why only this suggested source can furnish the requirements to the exclusion of other sources.

___ **The requested material or service represents the minimum requirements of the government.**

CHECK & FILL IN ALL APPLICABLE BLANKS BELOW

___ **The material/service must be compatible in all aspects (form, fit and function) with existing systems presently installed/performing. Describe the equipment/function you have now and how the new item/service must coordinate, connect, or interface with the existing system.**

___ **A patent, copyright or proprietary data limits competition. The proprietary data is**

___ **These are “direct replacements” parts/components for existing equipment.**

___ **Other information to support a sole source buy:**

I CERTIFY THAT STATEMENTS CHECKED, AND INFORMATION PROVIDED ABOVE, ARE COMPLETE AND CORRECT TO THE BEST OF MY KNOWLEDGE. I UNDERSTAND THAT THE PROCESSING OF THIS SOLE SOURCE JUSTIFICATION PRECLUDES THE USE OF FULL AND OPEN COMPETITION.

Signature _____

Title _____

Activity _____

Date _____

Contracting Officer Signature _____

Date _____

SAP Sole Source