

FLORIDA AGRICULTURAL AND MECHANICAL UNIVERSITY

SOLE SOURCE CERTIFICATION

Requisition Number: _____ **Bid #** _____

In accordance with authority granted under Florida A & M University Regulation 6.005(10) (b), the following documentation is submitted in support of a request to purchase the item(s) listed below that are only available from one vendor.

Vendor:

Account Number: _____ **Cost \$** _____

Item(s):

Justification: (Describe efforts made, vendors contacted, prices quoted, specifications required, availability, compatibility, decision/reason for selection). See attached for justification.

I, the undersigned, certify the above to be true and correct to the best of my knowledge and belief.

Signature	Title	Date
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I, the undersigned designee of the Florida A & M University Purchasing Office, as delegated in Regulation 6.005(10) (b), (or a designee delegated the authority as described in, **hereby concur { } do not concur { }** with the above justification and **recommend { } do not recommend { }** the procurement of the above as a sole source. If applicable, the reason(s) for disapproval are:

Director of Procurement Services	Date
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I, the undersigned designee, acting for and on behalf of the University President pursuant to the delegation authority **approve { }**, **disapprove { }** the procurement of the above as a sole source. If applicable, the reason(s) for disapproval are:

VP, Administrative and Financial Services	Date
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POSTED FROM _____	TO _____				
DATE	TIME	DATE	TIME	DATE	TIME

FAILURE TO FILE A PROTEST WITHIN THE TIME PRESCRIBED IN REGULATION 6.005(9) (K), SHALL CONSTITUTE A WAIVER OF THE RIGHT TO PROCEEDINGS.