



# Vance County Schools

## Sole Source Justification Form

N.C.G.S. 143-129(e)(6) provides that the competitive bidding requirements for the purchase of apparatus, supplies, materials or equipment do not apply when: (1) performance or price competition for a product are not available; (2) a needed product is available from only one source of supply; or (3) standardization or compatibility is the overriding consideration.

The use of sole source purchases shall be limited only to those instances which are totally justified to satisfy the statutory language defined above. Purchases made under this exception must be approved by the Vance County Board of Education.

Vendor Name:

Estimated Contract Amount:

1. Please describe the item and its function:

2. Please check the block that best describes your reason for requesting a sole source purchase:

- Sole source request is for the original manufacturer or provider, there are no available distributors.
- The parts/equipment are not interchangeable with similar parts of another manufacturer.
- This is the only known item or service that will meet the specialized needs of this department or perform the intended function.
- This is the sole provider of a licensed or patented good or service.
- This is the sole provider of items that are compatible with existing equipment, inventory, systems, programs or services.
- This is the sole provider of goods and services for which Vance County Schools has established a standard.
- This is the sole provider of factory-authorized warranty service.
- None of the above applies. The requestor must attach a detailed explanation and justification for this sole source request.

3. Explain why the product or service requested is the only product or service that can satisfy your requirements and why alternatives are unacceptable:

The undersigned requests that competitive procurement be waived and that the vendor identified above be authorized as a sole source provider for the product or service described in this form.

\_\_\_\_\_  
Printed Name of Requester

\_\_\_\_\_  
Department / School

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date