

SPARTANBURG COUNTY
PROCUREMENT DIVISION

**Justification for
Sole/Single Source Procurement**

Based upon the following determination, the goods and services described below are being procured pursuant to the authority of Section 2-283(b)(7) of the Spartanburg County Procurement Code.

Definitions:

Sole Source – only one vendor possesses the unique and singularly available capability to meet the requirement of the solicitation, such as technical qualifications, ability to deliver at a particular time, or services from a public utility.

Single Source – a contract for the purchase of goods or services entered into after soliciting and negotiating only with one source, usually because of the technology required or uniqueness of the service provided.

This agency / department propose to procure:

(1)

As a Sole / Single Source procurement from:

(2)

SPARTANBURG COUNTY
PROCUREMENT DIVISION

On the basis of:

(3)

Total Cost of the Procurement \$ _____

- Notes:
- (1) Enter description of goods or services to be procured.
 - (2) Enter name, address, telephone, e-mail, and contact person of Sole/Single Source provider.
 - (3) Enter the determination and basis for Sole/Single Source procurement.

Attach copy of Vendor's Sole/Single Letterhead Statement

Date: _____

Agency / Department: _____

Agency / Department Head Signature: _____

Sole / Single Source Reference Number _____

Authorized Procurement Signature

Date