

II. The requested goods, services or construction have unique or special design/performance features, characteristics or capabilities which are essential and required in order to accomplish my objective. **Both A and B portions of this category must be answered.**

A. These features and reasons why each is essential to my needs are:

B. In addition to the goods, services or construction requested, I have contacted other suppliers and considered their product or service of similar capabilities. I find their product or service unacceptable for the following reasons (identify companies contacted, model number, if applicable, and specific technical deficiency):

III. If sole source approval is deferred or denied, it will have the following impact on the program/project:

IV. The requested product or service is available only from: _____

Certification:

I certify that the information provided herein is true and correct to the best of my knowledge.

Full Name of Principal Investigator, Department Head, or Administrator

Signature

Date

APPROVED/DISAPPROVED:

Procurement or Fiscal Officer

Date

Sole Source No. _____