



SINGLE/SOLE SOURCE FORM

Project Number:

Date:

Project Name/Description:

Contractor/Design Firm/A&E Lead Designer:

Reason(s) for choosing this procurement method (Check all that apply):

Product or service is available from only one source of supply.

A crisis occurred.

Competition has been solicited but no satisfactory offers received. Document on back of page.

Standardization or compatibility is the overriding consideration. Document on back of page.

An act of God occurred.

A product or service is needed for the blind or severely disabled and there are overriding considerations.

Items are subject to rapid price fluctuation.

Commodity or service exists on NC State, E & I Coop., US Communities, NJPA, or other

University approved Buying Consortium Contract.

Sole Economically Feasible Source

Please explain:

Indicate alternate source:

Project Manager (PM) Signature:

Date:

Procurement Signature:

Date:

AVP Signature:

Date: