

## Sole Source Justification

North Carolina General Statute §143-129(e)(6) provides an exception to the formal bidding requirements when:

- a) Performance or price competition for a product is not available, or
- b) A required product is available from only one source of supply, or
- c) Standardization or compatibility is the overriding consideration.

Purchases made under this exception must be approved by the City of Newton City Council. The authority to award sole source contracts **cannot be delegated**.

**Vendor:** \_\_\_\_\_

**Item/Service:** \_\_\_\_\_

**Purchase Amount:** \_\_\_\_\_

**Mark all entries below that apply to the proposed purchase:**

- 1. \_\_\_\_\_ Sole source request is for the original manufacturer or provider. There are no area distributors.
- 2. \_\_\_\_\_ The parts/equipment are not interchangeable with similar parts of another manufacturer.
- 3. \_\_\_\_\_ This is the only known item or service that will meet the specialized needs of this department or perform the intended function.
- 4. \_\_\_\_\_ The parts/equipment are required from this source to permit standardization.
- 5. \_\_\_\_\_ None of the above apply.

**Provide detailed explanation and justification for this sole source request:**

I hereby request that a Sole Source be approved for the procurement of the above stated item or service.

\_\_\_\_\_  
**Signature of Requestor**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Department**

<i>For Purchasing Department Use Only</i>	
<i>Purchasing Agent Approval:</i> _____	<i>Date:</i> _____
<i>Date Approved by Council:</i> _____	