

**FLORIDA AGRICULTURAL AND MECHANICAL UNIVERSITY**  
**SOLE SOURCE CERTIFICATION**

**Requisition Number:** \_\_\_\_\_ **Bid #** \_\_\_\_\_

In accordance with authority granted under Florida A & M University Regulation 6.005(10) (b), the following documentation is submitted in support of a request to purchase the items(s) listed below that are only available from one vendor.

**Vendor:**

**Account Number:** \_\_\_\_\_ **Cost \$** \_\_\_\_\_

**Item(s):**

**Justification:** (Describe efforts made, vendors contacted, prices quoted, specifications required, availability, compatibility, decision/reason for selection). See attached for justification.

I, the undersigned, certify the above to be true and correct to the best of my knowledge and belief.

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<b>Signature</b>	<b>Title</b>	<b>Date</b>
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I, the undersigned designee of the Florida A & M University Purchasing Office, as delegated in Regulation 6.005(10) (b), (or a designee delegated the authority as described in, **hereby concur** { } **do not concur** { } with the above justification and **recommend** { } **do not recommend** { } the procurement of the above as a sole source. If applicable, the reason(s) for disapproval are:

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<b>Director of Procurement Services</b>	<b>Date</b>
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I, the undersigned designee, acting for and on behalf of the University President pursuant to the delegation authority **approve** { }, **disapprove** { } the procurement of the above as a sole source. If applicable, the reason(s) for disapproval are:

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<b>VP, Administrative and Financial Services</b>	<b>Date</b>
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**POSTED FROM** \_\_\_\_\_ **TO** \_\_\_\_\_  
**DATE** \_\_\_\_\_ **TIME** \_\_\_\_\_ **DATE** \_\_\_\_\_ **TIME** \_\_\_\_\_

**FAILURE TO FILE A PROTEST WITHIN THE TIME PRESCRIBED IN REGULATION 6.005(9) (K), SHALL CONSTITUTE A WAIVER OF THE RIGHT TO PROCEEDINGS.**