

Attachment 2: Request for Sole Source Memo Format

DEPARTMENT OF VETERANS AFFAIRS

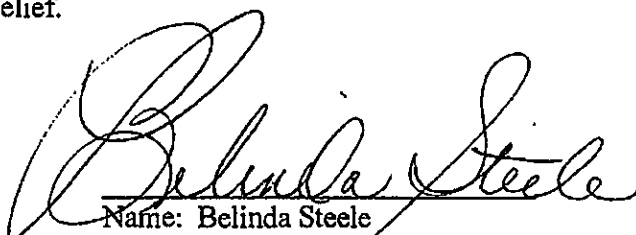
Justification and Approval

For

Other Than Full and Open Competition

1. **Contracting Activity:** Department of Veterans Affairs, VISN 11, John D. Dingell Medical Center 4646 John R. Street, Detroit, MI 48201
2. **Nature and/or Description of the Action Being Processed:** These items are needed for an emergency procedure in the Operating Room, as well as to replenish the Inpatient Pharmacy stock needed for ward stock. The items are Cefazolin 1gm., I-Vite tablets and Infuvite (Adult) injections.
3. **Description of Supplies/Services Required to Meet the Agency's Needs:** Cefazolin is needed for the Operation Room, and needed to replenish the Inpatient Pharmacy stock. The Infuvite (Adult) injection is needed to replenish the Inpatient Pharmacy stock for clinic use. The I-Vite tablets were out of stock. The I-Vite tablets were not available from the prime vendor (McKesson), nor were they available from two of the other vendors that we purchase from (TDS and Reliance). Med-Pro Distributors was the only vendor that had the products in stock, for next day delivery.
4. **Statutory Authority Permitting Other than Full and Open Competition:**
 - (X) (1) Only One Responsible Source and No Other Supplies or Services Will Satisfy Agency Requirements per FAR 6.302-1;
 - () (2) Unusual and Compelling Urgency per FAR 6.302-2;
 - () (3) Industrial Mobilization, Engineering, Developmental or Research Capability or Expert Services per FAR 6.302-3;
 - () (4) International Agreement per FAR 6.302-4
 - () (5) Authorized or Required by Statute FAR 6.302-5;
 - () (6) National Security per FAR 6.302-6;
 - () (7) Public Interest per FAR 6.302-7;
5. **Demonstration that the Contractor's Unique Qualifications or Nature of the Acquisition Requires the Use of the Authority Cited Above (applicability of authority):** Med-Pro was the only vendor that had all three required products in stock at the time needed. The I-Vite tablets were out of stock and not available from the prime vendor (McKesson), nor were they available from two of the other vendors that we purchase from (TDS and Reliance)
6. **Description of Efforts Made to ensure that offers are solicited from as many potential sources as deemed practicable:** The Pharmacy Technician tried to obtain the products from the Prime Vendor (McKesson), and two other vendors – TDS and Reliance. None of these vendors could provide all the products in the timeframe required. Med-Pro Distributors was the only vendor that had the products in stock, for next day delivery.

7. **Determination by the Contracting Officer that the Anticipated Cost to the Government will be Fair and Reasonable:** The cost for the Cefazolin Inj. last time purchased was \$595.00, the I-Vite tablets were \$250.00 and the Infuvite (Adult) injection \$500.00 these items were purchased in the November 2013. This quoted cost was compared to the recent price previously paid due to the emergent nature, and the requirement of next day delivery, this slight increase in cost is considered fair and reasonable.
8. **Description of the Market Research Conducted and the Results, or a Statement of the Reasons Market Research Was Not Conducted:** The Pharmacy Technician tried to obtain the products from the Prime Vendor (McKesson), and two other vendors – TDS and Reliance. None of these vendors could provide all the products in the timeframe required. Med-Pro Distributors was the only vendor that had the products in stock, for next day delivery.
9. **Any Other Facts Supporting the Use of Other than Full and Open Competition:** None.
10. **Listing of Sources that Expressed, in Writing, an Interest in the Acquisition:** None.
11. **A Statement of the Actions, if any, the Agency May Take to Remove or Overcome any Barriers to Competition before Making subsequent acquisitions for the supplies or services required:** None.
12. **Requirements Certification:** I certify that the requirement outlined in this justification is a Bona Fide Need of the Department of Veterans Affairs and that the supporting data under my cognizance, which are included in the justification, are accurate and complete to the best of my knowledge and belief.



Name: Belinda Steele
Title: Procurement Technician
Facility: John D. Dingell Medical Center

2/28/2014
Date

13. **Approvals in accordance with FAR 6.304**

- a. **Contracting Officer's Certification: (required)** I certify that the foregoing justification is accurate and complete to the best of my knowledge and belief.

KELLY E. ENNIS 670507

Digitally signed by KELLY E. ENNIS 670507
DN: dc=gov, dc=va, o=internal, ou=people,
0.9.2342.19200300.100.1.1=kelly.ennis@va.gov, cn=KELLY E. ENNIS 670507
Date: 2014.02.28 11:07:42 -05'00'

Name: _____
Title: _____
Network 11 Contract Office

Date

- b. NCM/PCM (Required \$3K and above): I certify the justification meets requirements for other than full and open competition.

Calynda C Baines

2/28/14

Name

Date

NCM/Supervisory Contract Specialist (as appropriate)

Network 11 Contract Office

