

JUSTIFICATION FOR SINGLE SOURCE AWARDS IAW FAR 13.106-1
 (OVER MICRO-PURCHASE THRESHOLD(\$3K) BUT NOT EXCEEDING THE SAT (\$150K))

IAW [FAR13.104](#), COs must promote competition to the maximum extent practicable to obtain supplies and services from the source whose offer is the most advantageous to the Government, considering the administrative cost of the purchase. When competition is not practicable, IAW [FAR13.106-1\(b\)](#), COs solicit from a single source for purchases not exceeding the simplified acquisition threshold. COs may solicit from one source if the CO determines that the circumstances of the contract action deem only one source reasonably available (e.g., urgency, exclusive licensing agreements, brand-name or industrial mobilization). IAW [FAR13.106-3\(b\)\(3\)](#), COs are required to include additional statements **explaining the absence of competition** (see [13.106-1](#) for brand name purchases) if only one source is solicited and the acquisition does not exceed the simplified acquisition threshold (does not apply to an acquisition of utility services available from only one source) or supporting the award decision if other than price-related factors were considered in selecting the supplier. This template when completed can be used to document single source awards IAW [FAR13.106-3\(b\)\(3\)](#). Note: Statements such as "only known source" or "only source which can meet the required delivery date" are inadequate to support a sole source purchase.

1. PURCHASE REQUEST OR REQUISITION NUMBER: 618-16-4-6954-0146	1A. PROJECT/TASK NO: 618-CSI-145	1B. ESTIMATED AMOUNT: \$3,500
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2. BRIEF DESCRIPTION OF SUPPLIES OR SERVICES REQUIRED AND THE INTENDED USE:

The Sole Source procurement of components for the Security and IT system with the **brand name of, Panduit**. The project will include the installation of VA Standard Security and IT features in the cardiac procedure room. This includes RJ45 jacks, face plates, patch cords, cabling and patch panels.

3. UNIQUE CHARACTERISTICS THAT LIMIT AVAILABILITY TO ONLY ONE SOURCE, WITH THE REASON NO OTHER SUPPLIES OR SERVICES CAN BE USED:

Panduit cables and faceplates are required for maintenance purposes and consistency of labeling. The Panduit patch cords, faceplates, and outlets are required so IT staff can readily identify which components are required and determine what each component is connected to, in the IT closet. This is consistent throughout the hospital, so using other brand names would cause confusion and the potential for misconnections. This would be a major risk to the security system, telephone system or IT system.

The Panduit system was selected because the face plate and outlet are of optimal shape and orientation. Other types have been tested, but were found to be more susceptible to damage and harder to work with. IT staff must frequently access these when they're behind desks or above ceiling tiles, so the Panduit make and model saves a great deal of time and prevents unintentional damage to systems. IT maintains Panduit components in inventory. Excess maintenance time would be incurred to maintain multiple brand names in inventory. There are also inventory costs related to stocking multiple brand names, due to a myriad of components sitting on the shelf unused.

4. REASON THAT SUGGESTED SOURCE IS THE ONLY SOURCE, WHICH CAN PROVIDE THE SUPPLIES OR SERVICES:

Many other types of patch cords, face plates, and network jacks have been tested throughout the medical center. Experience has demonstrated that the Panduit components worked best for our facility. The VA IT staff keeps us abreast of new technology so that we are aware of new and better products.

5. DESCRIPTION OF MARKET RESEARCH CONDUCTED AND RESULTS OR STATEMENT WHY IT WAS NOT CONDUCTED:

Market Research was conducted when the decision was made to purchase the Panduit brand name. Market Research is an ongoing process to stay current with the latest technology.

6. Contracting Officer's Certification: *Purchase is approved in accordance with FAR13.106-1(b). I certify that the foregoing justification is accurate and complete to the best of my knowledge and belief.*

Signature: _____

Date: _____

Name: _____

Title: _____

Facility: _____