**JUSTIFICATION FOR**

**SOLE SOURCE PROCUREMENT**

Agency: Click or tap here to enter text.

Sole Source Vendor: Click or tap here to enter text.

Based upon the following determination, Agency proposes to acquire the supplies, construction, information technology, and/or services described herein from the Vendor named above per S.C. Code Ann. §11-35-1560 and S.C. Regulation 19-445.2105, Sole Source Procurement.

Description of the Agency need that this procurement meets: Click or tap here to enter text.

Description of market research Agency performed to determine the availability of products or services that would meet the Agency’s needs: Click or tap here to enter text.

Description of supplies, construction, information technology, and/or services Vendor will provide under the contract: Click or tap here to enter text.

Detailed explanation why no other vendor’s supplies, construction, information technology, and/or services will meet the needs of the Agency: Click or tap here to enter text.

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| --- |
|  |
| Authorized Signature |
| Printed Name: Click or tap here to enter text. |
| Title: Click or tap here to enter text. |
| Date: Click or tap to enter a date. |

**Notes:**

**Authorized signature is the agency head unless the agency head has delegated that authority. Delegation of authority must be submitted to the Materials Management Officer in writing.**

**The Agency must obtain a Drug-free Workplace certification from the Vendor if the sole source procurement is $50,000 or greater.**