



PENNSYLVANIA STATE SYSTEM OF HIGHER EDUCATION
Indiana University of Pennsylvania
SOLE SOURCE CONTRACT CERTIFICATION

Department: [input box]

Contract Number: [input box]

Contractor: [input box]

Contract Cost: [input box]

Nature of Goods or Services: [input box]

I certify that the proposed contract identified above is a sole source procurement based on the statutory criteria checked below: (Check one Box Only)

- Only a single contractor is capable of providing the supply, service or construction.
A Federal or State statute of Federal regulations exempts the supply, service or construction from the competitive procedure.
The total costs of the supply, service or construction is less than the amount established by the State System of Higher Education for small, no-bid procurements as dictated by the policy of small procurements.
It is clearly not feasible to award the contract for supplies or services on a competitive basis.
The services involve the repair, modification or calibration of equipment and they are to be performed by the manufacturer of the equipment or by the manufacturer's authorized dealer, provided the contracting officer determines that bidding is not appropriate under the circumstances.
The contract for supplies or services is in the best interest of the Commonwealth.

Justification for Criteria Selected/Basis for Selection: (If additional Space required please attach added documentation)

[Large empty box for justification]

Signature of the President of Indiana University of Pennsylvania Date

Signature of Vice President for Administration and Finance Date

Approved as to Procurement Method

State System of Higher Education Legal Counsel Date

Chief Counsel Date

This certification must be attached to the contract when it is presented to Legal Counsel for final review and signature. Pre-approval of sole source procurement by System Legal Counsel is required prior to submission of contract.