***The University of Southern Mississippi***

**Notice of Proposed Sole Source Purchase (7/15)**

The University of Southern Mississippi anticipates purchasing the item(s) listed below as a sole source purchase. Anyone objecting to this purchase shall follow the procedures outlined below in “Objections.”

Commodity or commodities to be purchased (make, model, description): [department to complete]

Explanation of the need to be fulfilled by this item(s) and why it is the only one that can meet the specific needs of the department: [department to complete]

Name of company/individual selling the item and why that source is the only possible source that can provide the required item(s): [department to complete]

Estimated cost of item(s) and an explanation why the amount to be expended is considered reasonable: [department to complete]

Explanation of the efforts taken by the department to determine this is the only source and the efforts used to obtain the best possible price: [department to complete]

# Objections

Any person or entity that objects and proposes that the commodity listed is not a sole source and can be provided by another person or entity shall submit a written notice to USM Procurement.

The notice shall contain a detailed explanation of why the commodity is not a sole source procurement. Appropriate documentation shall also be submitted if applicable.[submitted by person or entity providing notice]

If, after a review of the submitted notice and documents, USM determines that the commodity in the proposed sole source request can be provided by another person or entity, then USM will withdraw the sole source request publication from the procurement portal website and submit the procurement of the commodity to an advertised competitive bid or selection process.

If USM determines after review that there is only one (1) source for the required commodity, then USM will appeal to the Public Procurement Review Board. USM will have the burden of proving that the commodity is only provided by one (1) source.

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