



FNSBSD "BRAND ONLY" CERTIFICATION FORM
NEED FOR RESTRICTIVE SPECIFICATIONS & LIMITED COMPETITION

To be completed, signed/certified, and attached to the PO Requisition.

Reference: Quotes & Competition - Process & Information

FNSBSD Department/School: PO Requisition #

FMD Work Order # (if applicable):

1. GOODS: For items exceeding competition thresholds (\$1,000/unit price, \$2,500/extended price per line item).

Est. price per line item: Qty: Unit Price: \$ Extended price: \$

Manufacturer (Brand) & Model #:

Item Description/Specifications:

Only known source/vendor(s):

Select all that apply; justification for deviation from standard sourcing parameters:

- Compatibility with existing parts or equipment; replacement parts, or no substitute is acceptable.
Direct support of sponsored (grant funded) project; as specified in grant narrative.
Impractical; time constraints do not allow for competitive sourcing.
Purchase of products with school logos from vendors who supplied items in the past.
Purchases of items with a low unit price and multiple line items.

And/or

2. SERVICES: For services exceeding \$20,000.00 competition threshold.

Est. price, including all costs/expenses: \$

Service Description:

Only known service provider/vendor(s):

Select all that apply; justification for deviation from standard sourcing parameters:

- Impractical and unanticipated; time constrains do not allow for competitive sourcing.
Requires specialized professional or consultant services (i.e. legal, medical, or educational services).

End-User Certification: The signing Principal, Department Head or delegated Technician certifies that only the item(s) or service(s) specified in this purchase request will satisfy an unusual and compelling urgency and provide a reasonable level of assurance of compatibility with existing equipment or of compliance with manufacturer's warranty. Attach additional information as necessary.

Signature: Date:

Name and Title: Phone:

Purchasing Dept. Written Determination:

Reasonable requirements, market conditions, circumstances, and sourcing options verified by: