

concern:

Bid Waiver - Sole Source Justification

07/01/2020

Arizona Board of Regents (ABOR) Procurement Code <u>3-803</u> requires use of competitive sealed bidding for any contract award that exceeds \$100,000. Exceptions to the competitive sealed bidding requirement may be granted for sole source procurements.

Specifically, in accordance with ABOR policy 3-803.C.2, a contract may be awarded for a material, service, construction, or construction service without competition if there is only one source for the required material, service, construction, or construction service. Sole source procurement shall be avoided except when no reasonable alternative source exists.

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endor Name:	Date
epartment Name:	
epartment Contact Name:	
equisition Number:	
otal Cost: \$	
Describe the products and/or services, and their purpose:	
Check and complete the applicable sections below:	
2.1. () Item must match existing product. Define and provide details	s of existing product:
2.2. () No other manufacturer provides these products/services. Pro ensure that no other vendors provide the products/services:	ovide details on research completed to

3. Describe impacts on the University if the waiver is not granted to include details such as financial loss,

implementation costs, data transfer fees, retraining hours, student related matters or other specific areas of

	Department Head Signature:	
	Printed Name:	
	Department Vice President Signature: Printed Name:	
١. ١	Bid Waiver is properly justified, approved and authorized:	
	Contracts, Purchasing, and Risk Management Signature: Printed Name:	
	Contracts, Purchasing, and Risk Management Signature: Printed Name:	
	Vice President for Capital Planning and Campus Operations Signature (when applicable): Printed Name:	
	President Signature (when applicable): Printed Name:	