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JUSTIFICATION FOR SOLE PROCUREMENT

Based on the following determination, the proposed action described below is being procured pursuant to the authority of Section 1560 of the Procurement Code for Rock Hill School District Three:

_____ proposes to procure _____

As a sole source procurement from the following vendor or contractor: _____

Based upon the justification listed below (in detail):

VALID UNTIL: _____

REQUESTED BY: _____ **DATE:** _____
SUPERVISOR: _____ **DATE:** _____
PROCUREMENT
DIRECTOR: _____ **DATE:** _____

ASSISTANT
SUPERINTENDENT OF _____ **DATE:** _____
BUSINESS SERVICES

NOTE: All items on this form must be filled out completely and approved by your immediate supervisor. Send the original form, vendor sole source letter, and quote to the Purchasing Department.