



Application for Determination of Sole Source Procurement

This form, with one or more categories completed, must accompany a purchase requisition for equipment, supplies or services exceeding \$20,000. Select the category or categories appropriate for this procurement. Attach all documentation necessary to support the application. Procurements of \$20,000 and greater shall be posted to the NM Tech Purchasing website for the mandatory thirty (30) day period per NMSA 13-1-126.1

Requesting Department:	Golf Shop	End User's Name:	SABINO GRIJALVA
Proposed Contractor:	Acushnet Company	Estimated Cost:	\$75,000.00
Product Description:	Golf Merchandise	Date:	5/22/21

I am requesting a sole source procurement based on the following reasons:

- Compatibility of existing equipment or supplies; provide details in *Explanation*. Include manufacturer, model number and NMT PCN of existing equipment.
- Item specifically required for use in conjunction with grant or contract. Attach applicable grant or contract page and provide justification of why it is required for grant / contract and why other substitutes are not acceptable.
- Requirement is of a proprietary / copyright / licensing nature which is explained below.
- The requested product has unique design / performance specifications or quality requirements which are essential to my work, research protocol or teaching needs, and are not available in comparable products. Please discuss this uniqueness / performance below.
- NMT Staff has specialized training and / or extensive experience. Retraining would incur substantial cost in money / time as explained below.
- I have contacted other suppliers or service providers identified below and have considered their product, however, their products / services are not acceptable because they are lacking one or more technical capabilities as discussed below.
- The requested product is essential in maintaining / continuing experiments. Other investigators have used this product in similar research and for comparability of results, I require it.
- Contractor is the sole manufacturer and sole distributor and has unique features / characteristics not available from other sources (provide explanation and attach applicable documents).
- Product is a prototype; contractor offers a trade-in allowance; availability of service, parts or maintenance as discussed below.

Explanation: Golf merchandise purchased for resale. Customers drive demand for their products.

By signing below, requestor certifies that the information provided is accurate to the best of their knowledge.

	SABINO GRIJALVA	5/22/21
End User Signature (actual signature required)	Printed Name	Date
Chief Procurement Officer (signature required)	Date	

For use by Purchasing:
Date application received in purchasing: 6/18/21 NMT Web Posting date: 6/18/21 Expiration date: 7/18/21

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