



## 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: | Health Ctr               | End User's Name: | Peter Phaiah |
| Proposed Contractor:   | Presbyterian (PMS)       | Estimated Cost:  | \$320,000.00 |
| Product Description:   | PSA for medical coverage | Date:            | 06/20/2023   |

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: NMT is in a rural community with limited health care providers. Presbyterian is the only comprehensive healthcare provider for staffing the NMT Health Center and their clinic and hospital/ER can provide our students with these needed services. Our 4 year contract is

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

Peter Phaiah  
Digitally signed by Peter Phaiah  
Date: 2023.06.13 16:27:15 -05'00'

End User Signature (actual signature required)

Chief Procurement Officer (signature required)

For use by Purchasing:

Date application received in purchasing:

7/21/23

NMT Web Posting date:

7/24/23

Expiration date:

8/23/23