



UNIVERSITY OF  
ARKANSAS

## Sole Source Form

Instructions: Please use this form for sole source justification on Trade-in transactions.  
Affidavit/Certification Required

Supplier Name as on Trade-In Request:

Name:

Product Description:

Justification Information:

Item or service is manufactured and/or sold by this supplier only: Yes No

Item and/or service needed due to compatibility: Yes No

Compatibility with existing:

Accessories

Equipment

Replacement Parts

Technical/Networking Environment

This is a sole source based on performance specifications: Yes No

What is the unique performance requirement?

Why is this feature necessary?