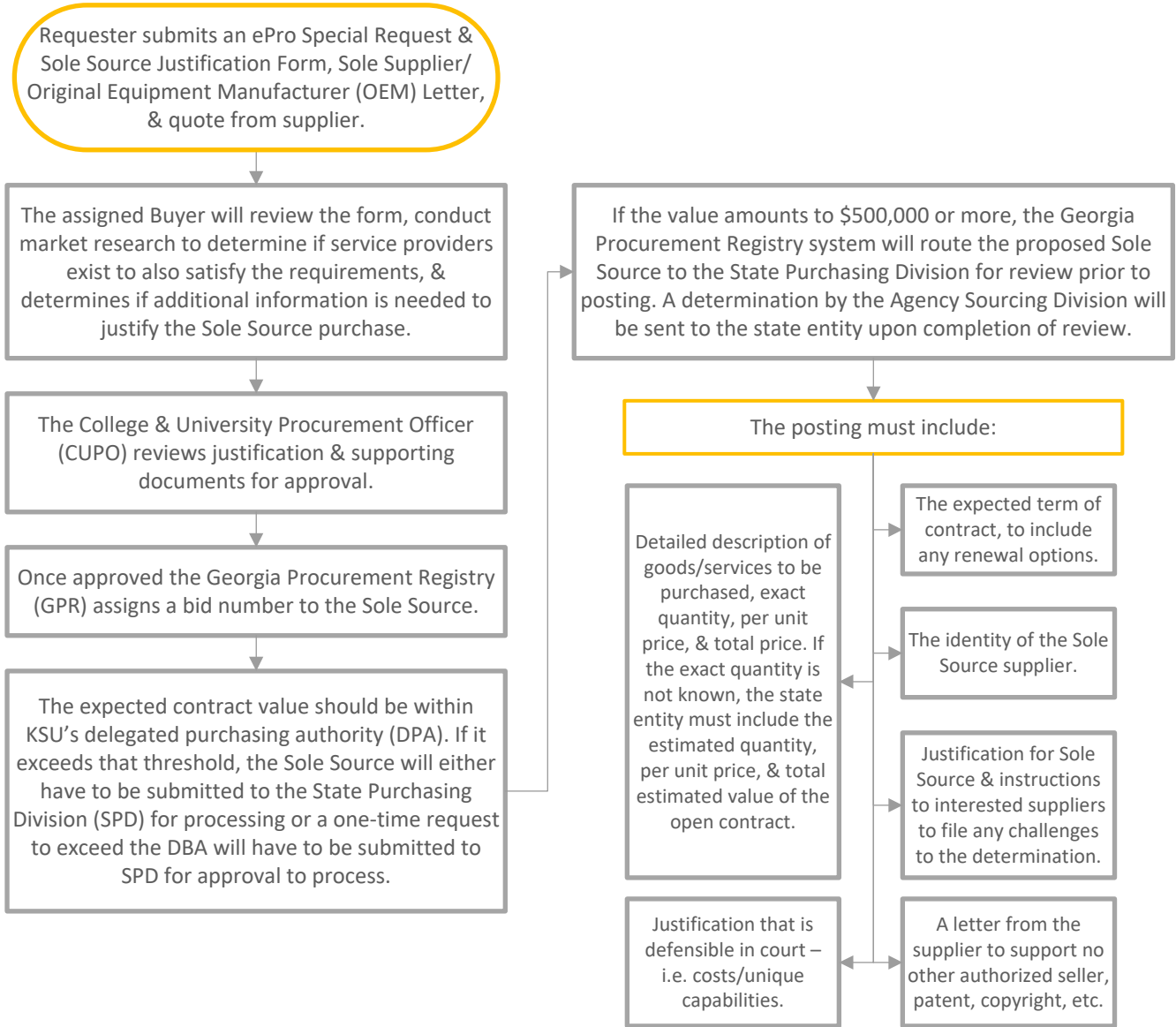


Sole Source

A Sole Source acquisition is used for purchasing goods or services by Kennesaw State University when it is determined there is only one supplier capable of supplying the needed goods or services.



Any Sole Source submission with an estimate less than \$25,000 qualifies as an Open Market Purchase (OMP) only, & the system will not allow it to be posted as a Sole Source. Error messages will give directions on how to proceed.

If the estimated contract value is \$25,000-\$249,999 the notice is to be posted for a minimum of five business days. If the value is \$250,000 or greater, the notice is to be posted for a minimum of fifteen days.

If a supplier is capable of providing the needed goods or services & desires to challenge a sole source determination, the supplier must file a protest with the State Purchasing Division Deputy Commissioner prior to the close of the Sole Source notice. Any such protest will be resolved by DOAS.

If a Sole Source determination is not successfully challenged, the University may proceed directly to contract award. The Buyer must complete SPD-AP005 Notice of Award, indicating the contract award amount, & post it directly to the GPR.

Links

[Click here for the Georgia Procurement Manual](#)

[Click here for the Department of Administrative Services \(DOAS\)](#)

[Click here for the Georgia Procurement Registry \(GPR\)](#)