

Mississippi State University
Notice of Proposed Sole Source Purchase
234-102

Mississippi State University anticipates purchasing the item(s) listed below as a sole source purchase. Anyone objecting to this purchase shall follow the procedures outlined below.

1. Commodity or commodities to be purchased (make, model, description):

We are looking to purchase Orchard Software Interface for a

B40602 TN DXH 520 CP Hematology Instrument.

2. Explanation of the need to be fulfilled by this item(s), how is it unique from all other options, and why it is the only one that can meet the specific needs of the department:

The interface is unique to the instrument and Orchard, allowing communication between the instrument and our laboratory computer system, which is Orchard.

3. Name of company/individual selling the item and why that source is the only possible source that can provide the required item(s):

Since Orchard is our established laboratory computer system, they are the only possible source to provide the interface to their system.

4. Estimated cost of item(s) and an explanation why the amount to be expended is considered reasonable:

The estimated cost is \$5600 for the interface. This is also the price for interface for other comparable instruments that we researched.

5. Explanation of the efforts taken by the department to determine this is the only source and the efforts used to obtain the best possible price:

Orchard is already established as our laboratory computer system. We reached out to several representatives and asked about interface for other instruments. The interface price was exactly the same.

We have Orchard interface for our current outdated instrument. However, upon investigation, we could not use the same interface for the new instrument. It requires an interface unique to the instrument.

Any person or entity that objects and proposes that the commodity listed is not sole source and can be provided by another person or entity shall submit a written notice to:

Jennifer Mayfield, CPPO
Interim Deputy Director of Procurement & Contracts
jmayfield@procurement.msstate.edu
Subject Line must read "Sole Source Objection"

The notice shall contain a detailed explanation of why the commodity is not a sole source procurement. Appropriate documentation shall also be submitted if applicable.

If after a review of the submitted notice and documents, MSU determines that the commodity in the proposed sole source request can be provided by another person or entity, then MSU will withdraw the sole source request publication from the procurement portal website and submit the procurement of the commodity to an advertised competitive bid or selection process.

If MSU determines after review that there is only one (1) source for the required commodity, then MSU will appeal to the Public Procurement Review Board. MSU will have the burden of proving that the commodity is only provided by one (1) source.