

**Mississippi State University**  
**Notice of Proposed Sole Source Purchase**  
**234-103**

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):**

Make: HINDS instruments;

Model: II/FS42;

Description: Photoelastic modulator(PEM), transmission >99%, acceptance angle  $\pm 40$  deg, wavelength 170nm-2.6 $\mu$ m, useful aperture 27mm.

**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:**

We are currently developing a new optical spectrometer for applications in chemistry and biology, the wavelength region should cover 170 to 2000 nm. Hinds Instruments' PEM is the only one that meets our requirements for wavelength, aperture, and transmission

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

The company is Hinds Instruments, which is the world's leading developer of technologies based on the principles of polarization modulation.

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

The total price is approximately \$10,000, covering a PEM optical head, PEM controller, and a Lock-in amplifier. For the widely used Lock-in amplifier (Stanford, SR830), the price is about \$6000. Considering that the PEM and PEM controller are more expensive than the Lock-in amplifier, we believe that the total price of around \$10,000 is reasonable.

**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:**

We have negotiated Hinds Instruments for several times. Finally, we get a lower price, which includes a 5% discount.

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](mailto: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.