

**Mississippi State University**  
**Notice of Proposed Sole Source Purchase**

**256-025**

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):

Cambridge Structural Database

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:  
Cambridge Structural Database (CSD) is a comprehensive collection and repository of crystal structures that contains information, chemical, and bibliographic data for over 1.25 million small-molecule organic, metal-organic, and organometallic compounds. The Cambridge Structural Database (CSD) is the principal product of the Cambridge Crystallographic Data Centre (CCDC). It is the central focus of the CSD System, which also comprises software for database access, structure visualization and data analysis, and structural knowledge bases derived from the CSD.

This purchase is critical to the mission of the university for undergraduate and graduate teaching and research. This database subscription is unique and is not available from any other source.

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

Cambridge Crystallographic Data Centre is a non-profit organization based in Cambridge, England. Its primary activity is the compilation and maintenance of the CSD, a database of small molecule crystal structures. They also perform analysis on the database for the benefit of the scientific community, and write and distribute computer software (such as ConQuest and Mercury).

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

\$6,239 for one year subscription. This amount is reasonable and customary for access to this database. All academic institutions pay this same fee.

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:

The CSD from CCDC is unique and a one-of-a-kind resource and depository utilized by researchers across the globe.

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.