|  |  |  |  |
| --- | --- | --- | --- |
| J:\Function\Branding\- New OMES logo\Horizontal\OMES-logo-horiz-RGB.jpg |  |  | Sole Source or Sole Brand Acquisition Certification |

|  |  |  |
| --- | --- | --- |
| Acquisition Type (check one): | [ ]  Sole Source | [ ]  Sole Brand |
| State Agency: |       |
| Supplier Name: |       |
| Supplier Address: |       |
| Supplier Telephone: |       | Supplier e-mail:  |       |
| I hereby affirm that pursuant to the provisions of the attached requisition or contract that (name of supplier) |
|       | I is the only person or business entity singularly qualified  |
| to provide the acquisition, and if a product is the only brand or product which is unique, for the following reasons: |
|       |

The following is a brief description of all efforts which were made to verify that the services or products to be purchased pursuant to the provisions of the attached requisition or contract qualify as a sole source or sole brand acquisition:

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|       |

A court order requiring the purchase of specific products or services but which does not specify a brand or supplier shall not substitute for the certification required by this subsection or otherwise invalidate the acquisition procedures required pursuant to the Oklahoma Central Purchasing Act.

Any chief administrative officer of a state agency affirming the certification required by this subsection who knows the information to be false shall be deemed guilty of perjury and upon conviction shall be punished by fine or by imprisonment or both fine and imprisonment pursuant to law. Upon conviction or upon entering a plea of nolo contendere pursuant to this paragraph, the chief administrative officer shall immediately forfeit his or her position and shall be ineligible for appointment to or employment in the state service for a period of five (5) years after entering a plea of nolo contendere or being convicted.

I understand that the signing of this certification knowing such information to be false may subject me to punishment for perjury.

|  |  |  |
| --- | --- | --- |
| Chief Administrative Officer Signature |  | Date |
|       |  |  |
| Chief Administrative Officer Name [PRINT] |  |  |
|  |  |  |
| **Additional Signatures for Requisitioning Agency, if necessary**: |
|       |  |       |
| Title, Signature and Date |  | Title, Signature and Date |
| For agency use only: |  |  |
|       |  |       |
| Signature |  | Name and Title [Print] |