Note: This Sole Source Certification will become a public document, open to public inspection; therefore, you should be certain all material facts are true, relevant and clearly understandable.

SOLE SOURCE CERTIFICATION

Under the requirement of University of Florida Rule No. 6C1-3.020(5)(f)(2), the following is submitted in support of this request for authority to purchase, without bidding, the items available from only one source.

Note: Sole Source means that the item/service is unique and that the vendor is the only one from whom the item/service can be provided. Best Price alone cannot be used for sole source. If the item/service is available from more than one source of supply, best price must be determined through the competitive bid process.

A. Sole Source Vendor Company Name: International Institute for Tropical Agriculture (IITA) - ICIPE campus
   Contact Person: Jacqueline Musiimenta
   Address: IITA Office, ICIPE campus, Kasarani, Nairobi, Kenya
   Telephone: +254 708 988 899 Fax: Email: J.Musiimenta@cgiar.org

B. Describe in lay language, what the item/service is and how it is to be used in your area of research. (cont. P2)

IITA will provide daily services and staff dedicated to promoting UF research, teaching and extension programs in Africa. These services include space, administration for hiring, communications, procurement, logistics for visas, permits, etc., conferencing, vehicles for hire.

C. What feature or special condition of this commodity/service is unique and cannot be obtained from any other source? (cont. P2)

IITA is one of several international research centers (CGIAR). It has an office in the outskirts of Nairobi at the ICIPE campus in Kasarani. ICIPE hosts several international research centers, as well as national and international NGOs. Placing UF in Nairobi will put it in the hub of international research, education and extension activities. IITA is particularly suited as a host for hosting UF activities because of its broader mandate compared to other centers - the mandates including crop breeding, agronomy in its broad sense, natural resource management, soil management, tree based systems, pest management, social aspects of agriculture and resource management, including gender and youth.

D. Is this product being purchased directly from the manufacturer? ☒ Yes ☐ No
   If No, is it available from more than one dealer?
   ☐ Yes ☐ No
   If Yes, is it available from more than one dealer, why can this item not be bid? (cont. P2)

E. Prior to submitting this requisition, did you investigate other possible sources? ☒ Yes ☐ No
   If Yes: 1) Did you obtain quotes from the other sources? ☐ Yes ☒ No If Yes, attach copies.
   2) Is this Vendor’s price lower than the other sources? ☐ Yes ☐ No If No, justify the additional cost below.

F. Other Sole Source comments or explanations. (cont. P2)

I / We, the undersigned, certify the above to be true and correct to the best of my /our knowledge and belief and the user and /or undersigned does not have a financial interest in the above named vendor.

DEPARTMENT APPROVAL

I hereby certify the validity of the information and feel confident the Sole Source Certification will meet University criteria and would withstand any audit or vendor protest.

Principal Investigator’s Signature Date

PURCHASING APPROVAL

This acquisition is approved as a non-competitive purchase.

Purchasing Coordinator Signature Date

Purchasing Authorized Signature Date

FA-PDS-SOLSRC 02/2009

Certified Posted Jim McElveen
Digitally signed by Certified
Posted Jim McElveen
Date: 2017.12.18 15:19:04 -05'00'