

**BRAND NAME ONLY SPECIFICATION**

**Bid Number:**  **Buyer:**

**Bid Due:**  **Brand Name:**

In accordance with Section 4.2050 of the Chief Procurement Officer for Public Institutions of Higher Education Standard Procurement rules, and pursuant to the requirements of the Illinois Procurement Code (30 ILCS 500/20-50):

**It is my determination that a Brand Name Only Specification may be used for this transaction because (fill in the rationale based on (d)(2) below).**

Signature: \_\_\_\_\_ Date:

, State Purchasing Officer

Signature: \_\_\_\_\_ Date:

**Ben Bagby, Chief Procurement Officer**

(CPO signature is required for authorization not expressly allowed in 4.2050(d)(2) below.) Check box if N/A.

44 Ill. Adm. Code 4.2050(d):

- 1) Determination. A brand name only specification may be used only when the SPO makes a written determination that only the identified brand name item or items will satisfy the University's needs.
- 2) Use. Brand name alone may be specified in order to fill medical prescription needs, to stock University retail-type operations, to ensure compatibility in existing systems, to preserve warranty, to ensure maintenance, or as authorized in writing by the CPO. A University may, pursuant to an authorized competitive procedure, select a particular vendor to provide supplies or services for a specified period of time, and for that period the supplier of additional, related and updated supplies and services may be limited to the selected vendor or the brand initially selected.
- 3) Competition. The SPO shall seek to identify sources from which the designated brand name item or items can be obtained and shall solicit such sources to achieve whatever degree of competition is practicable. If only one source can supply the requirement, the procurement shall be made under Section 4.2025 (Sole Economically Feasible Source Procurement) of this Part.

Buyer Comments:

SPO Comments:

CPO Comments: