

WAIVER OF COMPETITION JUSTIFICATION

A waiver from the competitive solicitation process may be granted when based upon operational compatibility with existing equipment, strong technological grounds, a unique and cost effective feature requirement, or when it is clearly in the State’s best interest. If you have questions or need additional clarification, please refer to the UNC Charlotte Purchasing Manual, Section 2.6, Waiver of Competition.

1.) Purchase Amount:\$_____

2.) Requested Supplier:_____

3.) Description of Item/Service:_____

4.) Explanation as to why no other supplier can offer a comparable Item/Service:

5.) Establish the reasons UNC Charlotte absolutely requires this specific Item/Service and how no other could meet the need:

I hereby request that a waiver from the State mandated bidding process be approved for the procurement of the above stated equipment, commodity, or service. By signing this form I attest that no known Conflict of Interest exists within the department, there is no violation of the University’s nepotism policy, and this request will not create a contractual relationship with a State employee or the relative of a State employee.

PRINT NAME OF REQUESTOR

DEPARTMENT

SIGNATURE

DATE

FOR PURCHASING DEPARTMENT USE ONLY	
APPROVED BY: _____	DATE: _____