



Department of Contracts, Grants and Financial Administration Request for Noncompetitive Procurement (Sole-Source) Approval

Complete and submit this form to request prior approval for a noncompetitive, sole-source proposal. Limit one proposal per form.
Completion and submission of this form satisfies the requirement in 2 CFR 200.320(f).

Name of Federal Grant

Name of Grantee County-District #

Description of Request

Describe the proposal, and explain the rationale for making it noncompetitive.

Do you have a sole-source verification letter from the proposed vendor? Yes No

How many vendors have been contacted for price quotes that led you to determine that there is only a sole source?

List the vendors contacted:

Provide a reason that this procurement is a noncompetitive or sole-source procurement.

Certification

Name and Title of Authorized Official

Signature of Authorized Official and Date _____

This form must be signed by the authorized official.

Email this signed form to TEA's Department of Contracts, Grants and Financial Administration (CGFA) at GrantSupport@tea.texas.gov.

For TEA Use

Request for prior written approval is approved as requested.

Request for prior written approval is approved with the following changes:

Request for prior written approval is denied.

Signature of CGFA Associate Commissioner and Date _____