

ANGELO STATE UNIVERSITY

PURCHASING OFFICE

Justification of Proprietary Purchases

This form has been designed to assist faculty and staff in justifying a proprietary or sole source purchase. A proprietary product or service has a distinctive characteristic that is not shared by competing products or services or when the specifications limit consideration to one manufacturer, one product or one service provider. RE: TX Government Code Title 10, Subtitle D, Chapter 215, section 2155.067.

1. This item is required for use in: Research _____ Classroom _____ Lab _____ Other _____
2. a. What features or functions are proprietary to this item?

b. How are these functions or performance characteristics essential to the accomplishment of your work?
3. List other companies that manufacture a similar item or an item with similar functions.
4. Why will competing products (from other manufacturers) not meet your needs?
5. Will the item be used with existing equipment? YES _____ No _____ If Yes:
 - a) Will it be used as a repair part or replacement part? YES _____ No _____
 - b) Will it be used as a component to be interfaced with existing equipment?
YES _____ NO _____
 - c) Give brand name, equipment name, and model number of existing equipment.
 - d) Will it be used as an accessory or option? Yes _____ No _____
 - e) Will it be used to match existing equipment? Yes _____ No _____
6. Will the vendor be required to install? Yes _____ No _____
7. Any additional information:

Name: _____

Signature: _____