

THE UNIVERSITY OF WEST FLORIDA EXEMPTION FROM COMPETITION AFFIDAVIT

Req. #: _____ Date: _____ FOP: _____ Amount: _____

Vendor Name: _____ Vendor Contact: _____

Vendor Address: _____

Vendor Phone: _____ Vendor FAX: _____ Vendor Email: _____

Department Contact: _____ Department Contact Phone: _____

PART I JUSTIFICATION: (Check All That Apply)

- Sponsored Research Exemption
- Continuing Ed/Fees Collected
- Infrastructure Connectivity
- Updating Outdated Equipment W/New Version
- Emergency
- Compatibility
- Unique Technical Requirements

Please provide detailed answers to the following questions:

1. What is unique about this service/commodity to classify it as exempt from competition? Attach sheet if needed.

2. Why is this uniqueness needed? Attach sheet if needed.

3. Explain the reasons for all the above choices that were checked. Attach sheet if needed.

PART II APPROVAL: I/We, the undersigned, certify the above to be true and correct to the best of my/our knowledge and belief. I/we as UWF employee(s) taking part in the development of the affidavit, attest that I/we am/are independent of, and have no conflict of interest in, the entities to which this non-competitive award is made.

Requestor's Signature Title Date

Dept. Head/Chair/Dean's Signature Title Date

Buyer's Signature Title Date

Procurement Director's Signature Title Date

Comments:

PART III Over \$99,999.99, Approval by
VP for Div of Finance and Admin.

Over \$499,999.99, Approval by
Provost

Betsy Bowers Date George Ellenberg Date

PURCHASES COSTING \$75,000 + Failure to timely file a protest or failure to timely deliver the required bond or other security in accordance with Board of Governors (BOG) Reg. 18.002 and 18.003 shall constitute a waiver of protest proceedings.

Date & Time Decision Posted: _____ Date & Time Decision Removed: _____