The University of Southern Mississippi anticipates purchasing the item(s) listed below as a sole source purchase. Anyone objecting to this purchase shall follow the procedures outlined below.

1. Description of the commodity that USM is seeking to procure an Olympus SZX2 Stereo microscope, microscope stage, and DP74 microscope camera with associated cellSens software.
2. Explanation of why the commodity is the only one that meets the needs of the agency: We need to duplicate a custom imaging set up that we use at VIMS to ensure consistency of methodology between sites. The microscope needs a custom pole to accommodate samples. The required camera and associated software will allow users to stitch together multiple high resolution images to produce one continuous image of the sample. The microscope must be compatible with the Olympus camera.
3. Explanation of why the source is the only source is the only person or entity that can provide the required commodity:Our research currently uses equipment at VIMS which uses the Olympus microscope and camera, thus in order to duplicate this set-up we need to purchase the equipment from Olympus.
4. Explanation of why the amount to be expended for the commodity is reasonable: The combination of this equipment is only sold by Olympus. COVID has forced us to revise our research plans and since we can no longer easily travel between USM and VIMS, this equipment is required to continue our research.
5. Efforts that the agency went through to obtain the best possible price for the commodity: Directly contacted Olympus to get a quote for the required equipment. Received a quote from the only authorized Olympus dealer in MS.

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| --- | --- |
| **Advertisement Schedule** | **Date** |
| **1st scheduled** |  |
| **2nd scheduled** |  |

Any person or entity that objects and proposes that the commodity listed is not sole source and can be provided by another person or entity shall submit a written notice to:

Steve Ballew

Director of Procurement & Contracts

steve.ballew@usm.edu

**Subject Line must read "Sole Source Objection"**

The notice shall contain a detailed explanation of why the commodity is not a sole source procurement. Appropriate documentation shall also be submitted if applicable.

If after a review of the submitted notice and documents, USM determines that the commodity in the proposed sole source request can be provided by another person or entity, then USM will withdraw the sole source request publication from the procurement portal website and submit the procurement of the commodity to an advertised competitive bid or selection process.

If USM determines after review that there is only one (1) source for the required commodity, then USM will appeal to the Public Procurement Review Board. USM will have the burden of proving that the commodity is only provided by one (1) source.