



**SINGLE SOURCE JUSTIFICATION  
(UNDER SAT)**

**JOINT ADMINISTRATIVE OPERATIONS  
Acquisitions Operations**



Pursuant to FAR subpart 13.106-1(b)(1)(i) and (ii), for purchases not exceeding the Simplified Acquisition Threshold (SAT), Contracting Officers may solicit from only one source if the circumstances deem only one source is reasonably available (e.g., urgency, exclusive licensing agreements, brand name, or industrial mobilization).

Instructions: The information in the text boxes are provided as sample language or to indicate a needed fill-in. Sample language should be removed from the final document. All text boxes require information and shall not be left blank.

**1. Description of Need**

**2. Market Research Conducted**

**3. Other Capable Sources**

**4. Barriers to Competition**

**5. Contractor's Qualifications**

**6. Determination of Fair and Reasonable Cost**

**7. Recommendation and Certification by Program Office**

Based on the above justification, I recommend this acquisition to be conducted using sole source acquisition procedures. I hereby certify that this justification is accurate and complete to the best of my knowledge and belief.

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Program / Project Officer

**8. Contracting Officer Certification and Approval: *Under SAT***

Based on the above justification, I hereby certify and approve the use of sole source acquisition procedures under FAR Part 13 for this purchase.

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Contracting Officer