



Stockbridge-Munsee Community

Vendor ID: _____

Request for Sole Source Purchases

The Stockbridge-Munsee Community requires goods and services in excess of \$5,000 to be competitively bid. If it has been determined that a particular vendor is a sole source vendor for a good or service and the good or service is recurring, the Tribal Council, by motion, may approve the sole source vendor as such for a period not to 3 years, with an unlimited number of renewals if necessary.

Sole Source Vendor Information:

Name: _____

Address: _____

Phone: _____

Product/Service: *List products that will be purchased from this vendor and how often purchases are expected to occur. Attach support documentation if applicable. Only products or services listed here will be considered sole source items.*

Detailed Justification: *Attach support documentation if applicable.*

Beginning Date: _____ **End Date:** _____

Approvals Required for Tribal Council consideration:

Requester: _____ Date: _____

Department Manager: _____ Date: _____

Executive Level: _____ Date: _____

Purchasing Manager: _____ Date: _____