



U.S. International Trade Commission  
 500 E Street, SW  
 Washington, DC 20436  
 United States  
 Phone: 202-205-3098  
 www.usitc.gov

Print Form

# Justification and Approval for Single Source Awards

USITC - 050 (Rev. 4/2022)

Justification and Approval for: Single Source  Brand Name

Vendor Name:

**Consolidated J&A for actions Not Exceeding the Simplified Acquisition Threshold (SAT) (FAR 13.501)**

Contracting Office		Requiring Office	
U.S. International Trade Commission Office of Procurement 500 E Street S.W. Washington, D.C. 20436		U.S. International Trade Commission <input type="text" value="Office of Security and Support Services"/> 500 E Street S.W. Washington, D.C. 20436	
<b>1. REQUISITION NUMBER:</b>	6300-OSSS-25-0015/250032	<b>ESTIMATED TOTAL VALUE:</b>	
<b>2. Description of supplies or Services Required to Meet Agency:</b>			
Quadient (CAP) Prepaid Postage for the mailroom machine			
<b>3. Justification for Limited Competition:</b>			
Quadient is the vendor that the Commission uses for postage , mailing system, equipment and maintenance. The Commission owns the Quadient postage meters used in the agency. The Quadient postage meter machines and software are proprietary to Quadient; therefore, they are the only source authorized to maintain the equipment and provide the postage.			
<b>4. Description of Market Research Conducted and Results:</b>			
Market Research was conducted in accordance with FAR Subpart 10, and it was determined that the above stated requirement is commercially available in the commercial market place from one source.			
<b>5. Requiring Officer's Certification:</b>			
I certify that the facts and representations in this justification, included herein, meet the Government's need and that the supporting data which forms the basis for this justification is complete and accurate.			
<input type="text" value="Tara Horton"/>		<input type="text" value="Jan 14, 2025"/>	
<b>Printed Name, Requiring POC</b>		<b>Signature</b>	
		<b>Date</b>	
<b>6. Contracting Officer Certification: Posted:</b>			
Posted: <a href="http://www.sam.gov">www.sam.gov</a> (>\$25,000) <input type="checkbox"/>		USITC.GOV <input checked="" type="checkbox"/>	
		<b>Date</b> <input type="text" value="Jan 22, 2025"/>	
I have received this justification and find it to be accurate and complete to the best of my knowledge and belief.			
<input type="text" value="Meaghann Peak"/>		<input type="text" value="Jan 22, 2025"/>	
<b>Printed Name, Contracting Officer</b>		<b>Signature</b>	
		<b>Date</b>	