**CNM Grant Procurement Memo**

Applies to:

Funding source (choose one):

State Federal

* Federal purchases $10,000 and above or,
* State purchases $20,000 and above
* Purchases less than $60,000

**Grant/Project Title:** CNMI - UNM-EDA Elevate Quantum Cost Share

**Project Director/PI:** Brian Rashap

**Grant number within Workday:** GR300450

**Description of goods or services:** Short description of what is needed

Fiber and lens inspection/cleaning equipment

**Benefit to grant and CNM:** Describe how/why this purchase will meet objectives of project.

Teach students proper care/cleaning/inspection of lens, mirrors, gratings, and optical fibers

**Estimated dollar amount:** $ **4,067.86**

**Rationale for method of procurement:** Describe how quotes were gathered

Direct Quote from Supplier based on supplier purchasing agreement CISCON-10000026

**Contractor selection or rejection:**  Name each vendor and indicate whether selected or rejected. This will document and justify the decision for procurement.

* VENDOR #1: ThorLabs
  + ThorLabs: ACCEPTED
  + Amount of Quote: $ **4,067.86**
  + Justification: Per supplier purchasing agreement CISCON-10000026
* VENDOR #2: N/A
  + Vendor 2:
  + Amount of Quote:
  + Justification:
* VENDOR #3: N/A
  + Vendor 3:
  + Amount of Quote:
  + Justification:

Quote it attached to Purchase Request and Spend Authorization in Workday