

TITLE: BRAND NAME OR EQUAL  
SPECIFICATION

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It is the policy to draft specifications so as to ensure maximum practicable competition and fulfill the requirements of the user.

**Brand-Name or Equal Specification**

A "Brand-Name or Equal Specification" may be utilized if along with the brand-name, a description of the standard of quality, performance and essential characteristics is included on the Purchase Requisition. Even when the specifications are common industry knowledge, any essential specification required by the user shown be identified.

**Brand-Name Specification**

Justification for use: A brand-name specification may only be use when the Buyer makes a determination that only a specific brand-name item will satisfy the requirements of the user. Refer to Policy No. 13 for more information regarding Sole Source/Sole Make purchases.