Office of the Procurement Executive
U.S. DEPARTMENT of STATE

SINGLE SOURCE JUSTIFICATION NOT EXCEEDING THE SIMPLIFIED ACQUISTION THRESHOLD

SECTION 1: IDENTIFICATION OF THE AGENCY AND THE CONTRACTING ACTIVITY

Department of State Contracting Activity	☐ Office of Acquisitions Management ☐ Foreign Service Institute ☐ Office of Foreign Missions ☐ U.S. Mission to the United Nations ☒ Overseas Post Vilnius
Requiring Activity	4th of July – Palace of the Grand Dukes Catering Services

SECTION 2: NATURE AND/OR DESCRIPTION OF THE ACTION BEING APPROVED

This action seeks approval to award a sole source contract to UAB TAURAKALNIS, located in Vilnius, Lithuania, for the provision of catering supplies and services in support of the 2026 Fourth of July Celebration. The scope of this contract includes the preparation, delivery, and service of food and beverages, as well as all necessary catering equipment and support staff, as detailed in Section 3.

SECTION 3: DESCRIPTION OF SUPPLIES/SERVICES REQUIRED TO MEET THE AGENCY'S NEEDS

To host the 2026 Fourth of July Celebration, U.S. Embassy Vilnius, Lithuania requires catering services that include the preparation, delivery, and service of food and beverages for a diverse group of guests, provision of necessary equipment and staff, accommodation of dietary needs, adherence to food safety standards, and timely setup and cleanup. Onsite kitchen access is required to ensure fresh food preparation, allow for catering adjustments, and maintain compliance with health codes for food handling. Additionally, the selected company must be thoroughly familiar with the Palace of the Grand Dukes and have extensive experience of catering events at this venue, as the high-profile nature of the celebration demands precision catering to minimize accidents and reduce the need for onsite training. These services are essential to meet event standards and support diplomatic engagement.

SECTION 4: IDENTIFICATION OF THE STATUTORY AUTHORITY PERMITTING OTHER THAN FULL AND OPEN COMPETITION

In accordance with Federal Acquisition Regulation (FAR) 13.106-1(b)(1), the Contracting Officer has deemed only one source reasonably available based on the following:

☒ Other One source authorized to provide the service.

SECTION 5: DEMONSTRATION THAT THE PROPOSED CONTRACTOR'S UNIQUE QUALIFICATIONS OR THE NATURE OF THE ACQUISITION REQUIRES USE OF THE AUTHORITY CITED

UAB TAURAKALNIS possesses unique qualifications that make them the only viable contractor for this requirement. As the in-house catering service for the Palace of the Grand Dukes, they have exclusive access and permission to use the venue's onsite kitchen and storage facilities, which is essential for fresh food preparation, real-time catering adjustments, and compliance with health and safety codes. Their extensive familiarity with the venue, including all access points and logistical requirements, enables them to execute high-profile events with precision and efficiency, minimizing the risk of accidents or disruptions.

UAB TAURAKALNIS has a proven track record, having successfully catered the 2025 Fourth of July Celebration at the same venue without any interruptions or incidents. Their experience hosting numerous similar diplomatic and high-profile events at the Palace further demonstrates their ability to meet the elevated standards required for this occasion. These unique qualifications, combined with their demonstrated performance, justify the use of a sole source award under the authority cited.

SECTION 6. DETERMINATION BY THE CONTRACTING OFFICER THAT THE ANTICIPATED COST TO THE GOVERNMENT IS FAIR AND REASONABLE

By signing the justification, the Contracting Officer makes a determination that the price to the Government is anticipated to be fair and reasonable.

SECTION 7. CERTIFICATIONS

All reviews and approvals should be completed in the order listed unless otherwise authorized or required.

REQUIREMENTS CERTIFICATION

I certify that the facts and representations under my cognizance which are included in this Justification and its supporting acquisition planning documents, except as noted herein, are complete and accurate to the best of my knowledge and belief.

Requirements Cognizance:
SIGNATURE:

Guzman, Mario (GuzmanMA@state.gov)
01/16/2026 13:13 GMT

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Mario Guzman
Facility Manager / 4th of July Co-Chair

CONTRACTING OFFICER CERTIFICATION
I certify that this submission is accurate to the best of my knowledge, and that it contains complete information necessary to enable other officials to make an informed recommendation for approval or disapproval.

SIGNATURE:
Fleischhacker, Jamie (FleischhackerJM@state.gov)
01/16/2026 13:14 GMT

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Jamie Fleischhacker
Contracting Officer
Vilnius