NATIONAL GUARD BUREAU
OFFICE OF THE US PROPERTY AND FISCAL OFFICER FOR MASSACHUSETTS
2 RANDOLPH ROAD
HANSCOM AFB, MA 01731-3001

NGMA-PFO 10 August 2026

MEMORANDUM FOR RECORD

Subject: Justification for Procurement of Genuine Original Equipment Manufacturer (OEM) Products

Reference: **RFO FAR 12.102(a):** Exceeding MPT, but not exceeding the SAT. The ordering activity contracting officer must determine in writing that the circumstances of the acquisition deem only one source reasonably capable of providing the products, services, or solutions.

1. Purpose: This document outlines the rationale for identifying certain brand name item requests

2. Description of Supplies/Services: The MAARNG RRB Marketing Section operates specialized commercial print production and engraving equipment used to produce Recruiting Publicity Items (RPI), recruiting literature, promotional products, awards, signage, banners, certificates, and other marketing materials in support of statewide recruiting and retention operations. These systems represent significant Government investments and require manufacturer-approved consumables and maintenance components to ensure reliable operation and maintain warranty eligibility.

3. Authority and Justification:

Authority: **RFO FAR 12.102(a):** Exceeding MPT, but not exceeding the SAT. The ordering activity contracting officer must determine in writing that the circumstances of the acquisition deem only one source reasonably capable of providing the products, services, or solutions.

Justification: To meet the Government's minimum technical and operational requirements, the procurement of genuine OEM parts and consumables for the equipment listed below is mandatory. The use of non-genuine parts may void manufacturer warranties, degrade performance, and result in equipment damage.

a) Roland TrueVIS XP-640 Printer
The manufacturer's warranty and maintenance contract requires the use of genuine Roland consumables. This is essential to ensure continued warranty coverage, reliable operation, and optimal print quality.
- Required Items: Genuine Roland TrueVIS TH Eco-Solvent Ink, Cleaner Pad Wipers, Ink Flush Pads, Head Wipers, and Cleaning Swabs.

b) Ricoh Pro C5310S Production Printer
To maintain warranty eligibility and ensure compatibility with the printer's imaging system, genuine Ricoh consumables are required. Use of aftermarket parts may shorten equipment life and interfere with the maintenance program.

- Required Items: Genuine Ricoh Toner, Waste Toner Bottles, and Type W Staple Cartridges.

c) Quatro Air CSA 600 Series Fume Extractor
This system is designed to operate with manufacturer-approved filters to ensure proper airflow and filtration efficiency. Non-OEM filters can reduce performance and compromise system reliability.

- Required Items: Genuine Quatro Air Replacement Yellow Bag Filters.

4. Market Research: Market research was conducted in accordance with Federal Acquisition Regulation (FAR) Part 10 to identify sources capable of providing the required genuine OEM products. The chosen acquisition strategy was to solicit this requirement through the (GPE) SAM.gov portal. This platform provides a competitive environment by granting access to a wide pool of qualified vendors to maximize competition.

5. Fair and Reasonable Price Determination: The primary basis for this determination is the competition achieved through the (GPE) SAM.gov portal.

6. Actions to Increase Competition: In accordance with Federal Acquisition Regulation (FAR) requirements, the following actions were taken to ensure maximum practicable competition was sought for this brand-name procurement:

a) Utilization of (GPE): The requirement will be solicited through the SAM.gov portal, a competitive platform that provides direct access to a large pool of qualified vendors. This action inherently promotes competition by broadcasting the requirement to a wide vendor base.
b) Broad Vendor Solicitation: The Request for Quote (RFQ) will be issued to all registered vendors within the (GPE). This ensures that the opportunity is not limited to a select group of vendors and is visible to every potential offeror within that category.
c) Sufficient Response Time: The solicitation will be posted for 15 calendar days, providing ample time for interested vendors to discover the opportunity, review the brand name justification, and prepare and submit a competitive quote.
d) Clear and Unambiguous Requirement: The RFQ includes the detailed Brand Name Justification. By providing this rationale upfront, all potential offerors understand the government's minimum needs and the basis for the restriction. This transparency ensures that authorized resellers can confidently submit quotes, rather than being deterred by an apparently restrictive requirement.

7. Contracting Officer's Certification: I hereby certify that the information and data provided above are accurate and complete to the best of my knowledge and belief.

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Contracting Officer
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