




Ellen H. Daley - Chief Procurement Officer

## Notice 2025.08

### General Services

To: Agency Procurement Staff  
Central Management Services Bureau of Strategic Sourcing  
State Purchasing Officers

From: Ellen H. Daley 

Date: May 12, 2025

Subject: Brand Name Only Justification for Department of Innovation and Technology Standards

Cc: Procurement Compliance Monitors  
Procurement Policy Board  
Commission on Equity and Inclusion

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This notice is effective immediately.

Pursuant to 20 ILCS 1370/, the Department of Innovation and Technology (DoIT) has the authority and responsibility to establish standards to protect the security and interoperability of State data for agencies under the jurisdiction of the Governor. Additionally, DoIT has the power to review, propose new, or propose modified standards for communication equipment and services.

This notice authorizes that supplies and services named in DoIT's list of communication and information technology standards justifies a brand name. The current list of standards ("Technical Reference Model v5.0 APR 2025") is attached to this notice and located on the CPO-GS website. The standards list is in an Excel spreadsheet and contains worksheets titled Business View and Technical View. Both worksheets have a column D titled Products.

When procuring a brand name product in column D from either worksheet, that is available from more than one vendor, the agency shall complete the Brand Name Only Justification form and check the box "To comply with Department of Innovation and Technology communication or information technology standards". When explaining why the brand name only specification is necessary, the agency shall include the DoIT standards list name, the worksheet title, and the cell number (column D + row) of the product. For example,

Technical Reference Model v5.0 APR 2025, Business View, D89.



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Official procurement forms are located at <https://cpo-general.illinois.gov/solicitation-and-contract-templates.html>. Agencies shall use the most current version of the standards list and Brand Name Only Justification form on the website.

If you have questions regarding this notice, please contact your State Purchasing Officer.

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