



U.S. Department of Justice  
Federal Bureau of Prisons  
Federal Correctional Institution  
Post Office Box 723  
Edgefield, South Carolina 29824

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February 8, 2023

Dear Offeror:

Enclosed is a solicitation package prepared by the Federal Bureau of Prisons, Federal Correctional Institution, Edgefield, South Carolina, Contracting Office, for the acquisition of **supplies** for our facility. This package contains all the necessary information for submitting a request for quote for evaluation.

In submitting the request for quote, quoters should consider all information provided herein. Please carefully follow all instructions located in the solicitation package concerning the content, format and submission of your quote.

**\*\*Please note: If you receive the award of any of the items listed on the request for quotation, and at the last minute you cannot provide the items due to a price increase, we will be limited on you receiving a request for quotation for next quarter's requirements. Keep in mind, you are required to provide the items at the price you quoted on the request for quotation. \*\***

When providing your pricing for the items listed on the Request for Quotation, keep in mind, you are required to meet all specifications stated. If you choose to provide an alternate item other than what is stated, the item will be awarded to the next lowest bidder. If you do change the package sizing or quantity, you must make a note on your bid sheet. If you fail to make a note, you must honor the price offered. It cannot be changed.

Quoters should include their Data Universal Numbering System (DUNS) number in their offers. The Contracting Officer will verify registration in the System for Award Management (SAMS) database prior to award by entering the potential awardees' DUNS number into the SAMS database. Failure to complete this registration procedure outlined in this solicitation, may result in elimination from consideration for award.

Offers shall be received on or before the deadline of Monday February 27, 2023, by 4:00 p.m. Eastern Standard Time, via email or Hand Carry.

**HAND CARRIED:**

**Leonora Edwards, Proc. & Prop. Specialist or Sammie Rhodes, Contract Specialist**  
**Federal Bureau of Prisons**  
**Federal Correctional Institution**  
**Administration Building**  
**501 Gary Hill Road**  
**Edgefield, South Carolina 29824**

**EMAIL:** [ledwards@bop.gov](mailto:ledwards@bop.gov)  
[S1rhodes@bop.gov](mailto:S1rhodes@bop.gov)

***PLEASE DO NOT SUBMIT QUOTES TO ANY LOCATION OTHER THAN THE ONE LISTED ABOVE.*** Quotes received after the deadline will not be considered.

Please place any questions you may have in writing and fax them to (803) 637-7161 to my attention or e-mail at [ledwards@bop.gov](mailto:ledwards@bop.gov) or [s1rhodes@bop.gov](mailto:s1rhodes@bop.gov). We will consider all questions received and provide responses, where appropriate.

If you have any questions, please feel free to call me at (803) 637-1339.

Sincerely,

Sammie Rhodes, Contract Specialist //s//  
Enclosure