



**U.S. Department of Justice**

Federal Bureau of Prisons

Federal Correctional Institution

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El Reno, Oklahoma 73036

February 09, 2023

Dear Offeror:

Enclosed is a solicitation package prepared by the Federal Bureau of Prisons, Federal Correctional Institution, El Reno, Oklahoma, Contracting Office, for the acquisition of Dairy items for the 2nd quarter of fiscal year 2023. This package contains all the necessary information for submitting a request for quote for evaluation.

All potential offerors are advised that this solicitation includes the clause FAR 52.212-4 for Contract Terms and Conditions – Commercial Items. This clause requires all contractors doing business with the Federal Government to maintain an “active” registration in the SAM.GOV database (formerly CCR database). In accordance with FAR 52.212-1(k), a prospective awardee shall be registered in the SAM database prior to award, during performance, and through final payment. If the offeror does not become registered in the SAM database in time prescribed by the Contracting Officer, the Contracting Officer will proceed to award to the next otherwise successful registered offeror. Offerors should include their Universal Entity Identifier (UEI) number in their offer, which will be verified by the contracting office. Payment will be made by government purchase card for awards at or below \$10,000.00. For awards above \$10,000.00, purchase orders will be issued and payment will be made by electronic funds transfer. Invoice(s) are to be sent to the address listed on block 18a of the SF-1449, attention to: FCI El Reno Business Office.

In accordance with FAR 52.212-3, all potential offerors are required to complete the annual representations and certifications. An offeror shall complete only paragraph (b) (2) of this provision if the offeror has completed the annual representations and certifications electronically via <https://www.sam.gov>. For (b)(2) of this provision, if representations and certifications were completed electronically, then simply insert NA or none in the blank line at the end of the paragraph, along with your initials. **If representations and certifications were completed electronically, then your offer(s) must contain the “initialized”, paragraph (b) (2) for award consideration. If an offeror has not completed the annual representations and certifications electronically, the offeror shall complete paragraphs (c) through (r) of this provision. If representations and certifications were completed in paper form, the “completed” pages containing (c) through (r) must be received with your offer(s) for award consideration.**

**Please note: Your offer must be submitted utilizing the unit of issue specified. (i.e. do not bid in pounds if the unit of issue is specified as cases.) Your offer may not be considered if submitted in a different unit of issue. ADDITIONALLY, DO NOT PROVIDE QUOTES FOR SPECIFICATIONS THAT ARE DIFFERENT THAN THE SPECIFICATIONS**

**LISTED IN THE SOLICITATION. FCI EL RENO WILL NOT ACCEPT ITEMS THAT DO NOT MEET THE LISTED SPECIFICATIONS. ALL ITEMS ARE EXPECTED TO BE DELIVERED BY THE DELIVERY DATE AS SPECIFIED BY THE SOLICITATION.**

Offers must be received electronically on or before the deadline of February 23, 2023 at 4:00 pm, Central Standard Time, via the following:

**SUBMIT YOUR RESPONSE ELECTRONICALLY TO THE FOLLOWING EMAIL ADDRESS:**

[N2long@bop.gov](mailto:N2long@bop.gov)

**Quotes received after the deadline will not be considered.**

If you have any questions, feel free to contact me at 405-319-7490.

Sincerely,

Nate Long, Supervisory Contract Specialist