

Request for Quotation

RFQ number: 25-0003

Quotes due no later than: May 12, 2025 – 5:00 p.m. CST

Provide quotes to: Brian Shuttlesworth at brian_shuttlesworth@txep.uscourts.gov

The United States Probation Office, Eastern District of Texas is soliciting quotes for the purchase of 7000 or more Non-Instrumented Drug Testing Devices (NIDTs) (Test Cups) as detailed in the attached Statement of Work.

Using the quote sheet provided herein, e-mail your quote detailing costs for all materials as outlined in the Statement of Work and Quote Sheet. Your quote must be submitted no later than the date and time specified above. Late quotes will not be considered unless the judiciary determines, at its own discretion, that considering the late quote is in the judiciary's best interest and will not unduly delay the procurement.

The US Probation Office Texas Eastern intends to make an award based on the **lowest priced, technically acceptable** quote. All items should be quoted as a **fixed price** and **F.O.B. Destination within Consignee's Premises**. Payment terms will be considered **Net 30** unless more favorable terms are offered.

Delivery will be required within eight (8) weeks after receipt of order (ARO). Quotes and questions concerning this RFQ should be addressed via E-mail to Brian_Shuttlesworth@txep.uscourts.gov. Questions will not be accepted over the telephone.

Delivery Addresses for this purchase are as follows:

United States Probation Office
1700 S. Southeast Loop 323, Suite 340
Tyler, TX 75701

United States Probation Office
300 Willow Street, Room 327
Beaumont, TX 77701

United States Probation Office
500 N. Central Expressway, Suite 220
Plano, TX 75704

Sincerely,



Brian Shuttlesworth
Contracting Officer

Statement of Work

Introduction

The United States Probation Office for the Eastern District of Texas is requesting open market pricing for **4000 or more** Non-Instrumented Drug Testing Devices (NIDTs) (Test Cups).

Scope

SPECIFICATIONS FOR NON-INSTRUMENTED DRUG TESTING DEVICES (NIDTs) UNITED STATES PROBATION OFFICE EASTERN DISTRICT OF TEXAS

I. Device

The NIDT (Test Cup) must be capable of testing 10 drugs of abuse (AMP, MET, COC, THC, MDMA, OXY, OPI, BZO, FYL, and 6-Acetylmorphine) with adulterants of SG (specific gravity) pH, and creatinine simultaneously.

II. Required Drugs and ng/mL Cutoff Levels

The Administrative Office of the United States Courts has mandated the following ng/mL cutoff levels:

1. Amphetamine	(AMP)	500ng/mL
2. Methamphetamine	(MET)	500ng/mL
3. MDMA (Ecstasy)	(MDMA)	500ng/mL
4. Cocaine	(COC)	150ng/mL
5. Marijuana	(THC)	50ng/mL
6. Opiates	(OPI)	300ng/mL
7. Benzodiazepine	(BZO)	200ng/mL
8. Oxycodone	(OXY)	100ng/mL
9. Fentanyl	(FYL)	2ng/mL
10. 6-Acetylmorphine	(MAM)	10ng/mL

III. NIDT Expiration Date

All devices must have an expiration date of no less than 12 months from date of purchase.

IV. Delivery Requirement

Delivery is desired within **8 weeks** after receipt of order (ARO).

1. Delivery will be made to three different probation office locations. The quantity of cups to be shipped to each location will be specified at time of award.

V. Delivery Address

1. United States Probation Office 300 Willow Street
Room 327
Beaumont, TX 77701
2. United States Probation Office 1700 S. Southeast Loop 323
Suite 340
Tyler, TX 75701
3. United States Probation Office 500 N. Central Expressway
Suite 220
Plano, TX 75704

Pricing

Price quotes shall include:

- All items outlined in the Statement of Work and Quote Sheet.
- Pricing should be quoted as a per cup price.
- All other associated costs, including any applicable discounts.
- Delivery **(F.o.b. Destination within Consignee's Premises):**

Award

Providing all the above specifications listed in the Scope are met, award will be awarded to the vendor with the lowest price, technically acceptable quote.

Quote Sheet for RFQ Number: 25-0003

Item No.	Short Description	Detailed Product Specification or Product Description	Unit	Cost	Total Units	Delivery Time
1	NIDT	See SOW (I-III) for detailed description	Each		7000	
2	NIDT	See SOW (I-III) <u>Additional</u> Test cups (option)	Each		0001	
3	Delivery	See SOW (Pricing) for detailed description	Each			
		<p>All items should be quoted F.o.b. Destination within Consignee's Premises. Delivery is desired within no longer than 8 weeks after receipt of order (ARO). The delivery for these purchases will be made to the following addresses:</p> <div> <div> United States Probation Office 300 Willow St., Rm 327 Beaumont, TX 77701 </div> <div> United States Probation Office 500 N. Central Expressway, Ste. 220 Plano, TX 75074 </div> <div> United States Probation Office 1700 S. Southeast Loop 323 Ste. 340 Tyler, TX 75701 </div> </div>				
			TOTAL COST PER UNIT			

Vendor's Name

Vendor's Phone Number/Fax No/Email Address

Vendor's Street Address

Vendor's City, State, and Zip Code

Signature of Person Authorized to Sign Quote

Date

Printed or Typed Name of Signor

UEI Number

Discount Terms or Net 30

APPLICABLE JUDICIARY TERMS AND CONDITIONS

1. The following judiciary provisions, that the contracting officer has indicated are applicable, are incorporated in this request for quote:

Clause B-5, Clauses Incorporated by Reference (SEP 2010) (DEVIATION)

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the contracting officer will make their full text available. Also, the full text of a clause may be accessed electronically at this address: <http://www.uscourts.gov/procurement.aspx>. The following clauses apply as indicated:

Clause No.	Title	Date
[X] Clause 2-35	F.o.b. Destination, Within Judiciary's Premises	JAN 2003
[] Clause 2-130	Energy Efficiency in Energy-Consuming Products	APR 2013
[] Clause 2-135	IEEE Standard for the Environmental Assessment of Personal Computer Products	APR 2013
[X] Clause 3-3	Provisions, Clauses, Terms and Conditions - Small Purchases	JUN 2014
[X] Clause 3-300	Registration in the System for Award Management (SAM)	APR 2013
[X] Clause 3-305	Payment by Electronic Funds Transfer – System for Award Management (SAM) Registration	APR 2013
[X] Clause 3-310	Payment by Electronic Funds Transfer – Other Than System for Award Management (SAM) Registration	APR 2013
[] Clause 6-85	(applies if Clauses 3-300 and 3-305 do not apply) Commercial Computer Software License	APR 2013
[] Clause 6-105	California E-Waste Fee	APR 2013
[] Clause 7-65	Protection of Judiciary Buildings, Equipment and Vegetation	APR 2013
[] Clause 7-115	Availability of Funds	JAN 2003

Solicitation Provisions Incorporated by Reference

- ☐ Provision 2-100, Brand Name or Equal (APR 2013)
- ☐ Provision 3-135, Single or Multiple Awards (JAN 2003)
- ☐ Provision 2-85C, Evaluation of Options Exercised at Time of Contract Award (JAN 2003)
- ☒ Provision 3-5, Taxpayer Identification and Other Offeror Information (APR 2011)
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Provision 3-5, Taxpayer Identification and Other Offeror Information (APR 2011)

To be Completed by Offeror:

1. *Definitions.*

“Taxpayer Identification (TIN),” as used in this provision, means the number required by the Internal Revenue Service (IRS) to be used by the offeror in reporting income tax and other returns. The TIN may be either a social security number or an employer identification number.
2. All offerors shall submit the information required in paragraphs (d) and (e) of this provision to comply with debt collection requirements of 31 U.S.C. 7701(c) and 3325(d), reporting requirements of 26 U.S.C. 6041, 6041A, and implementing regulations issued by the IRS. If the resulting contract is subject to the payment reporting requirements, the failure or refusal by the offeror to furnish the information may result in a 31 percent reduction of payments otherwise due under the contract.
3. The TIN may be used by the government to collect and report on any delinquent amounts arising out of the offeror’s relationship with the government (31 U.S.C. 7701(c)(3)). If the resulting contract is subject to payment recording requirements, the TIN provided hereunder may be matched with IRS records to verify the accuracy of the offeror’s TIN.
4. *Taxpayer Identification Number (TIN):* _____
 - ☐ TIN has been applied for.
 - ☐ TIN is not required, because:
 - ☐ Offeror is a nonresident alien, foreign corporation or foreign partnership that does not have income effectively connected with the conduct of a trade or business in the United States and does not have an office or place of business or a fiscal paying agent in the United States;
 - ☐ Offeror is an agency or instrumentality of a foreign government;
 - ☐ Offeror is an agency or instrumentality of the federal government.

5. *Type of organization:*

- ☐ sole proprietorship;
- ☐ partnership;
- ☐ corporate entity (not tax-exempt);
- ☐ corporate entity (tax-exempt);
- ☐ government entity (federal, state or local);
- ☐ foreign government;
- ☐ international organization per 26 CFR 1.6049-4;
- ☐ other _____.

6. *Contractor representations.*

The offeror represents as part of its offer that it is ☐ , is not, ☐ 51% owned and the management and daily operations are controlled by one or more members of the selected socio-economic group(s) below:

- ☐ Women Owned Business
- ☐ Minority Owned Business (if selected, then one sub-type is required)
 - ☐ Black American
 - ☐ Hispanic American
 - ☐ Native American (American Indians, Eskimos, Aleuts, or Native Hawaiians)
 - ☐ Asian-Pacific American (persons with origins from Burma, Thailand, Malaysia, Indonesia, Korea, The Philippines, U.S. Trust Territory of the Pacific Islands (Republic of Palau), Republic of the Marshall Islands, Federated States of Micronesia, the Commonwealth of the Northern Mariana Islands, Guam, Samoa, Macao, Hong Kong, Fiji, Tonga, Kiribati, Tuvalu, or Nauru)
 - ☐ Subcontinent Asian (Asian-Indian) American (persons with origins from India, Pakistan, Bangladesh, Sri Lanka, Bhutan, the Maldives Islands, or Nepal)
 - ☐ Individual/concern, other than one of the preceding.

(end)