

**UNITED STATES PROBATION OFFICE
EASTERN DISTRICT OF TENNESSEE**

**Request for Quotation (RFQ)
26-01-TNEP-NIDTC**

Non-Instrumented Drug Testing Cups

Request Date: October 27, 2025

RFQ Number:	26-01-TNEP-NIDTC
Reply via e-mail to:	brenda_houser@tnep.uscourts.gov
Reply via fax to:	(865) 338-4554, Attn: Brenda Houser
Response deadline:	November 10, 2025 @ 12:00PM Eastern Time

Special Notes:

This is a request for **Open Market Pricing**.

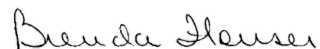
The United States Probation Office, Eastern District of Tennessee is conducting a procurement of non-instrumented drug testing cups. **A fixed-price award from this RFQ will be made based on the lowest price technically acceptable offer (meets all specified requirements and other applicable considerations).** All items should be quoted F.o.b. Destination within Judiciary's premises.

Requirements for the procurement are noted on the following page. All requirements must be addressed in your response. Quotes may be faxed or e-mailed to the listed address above. If you decide not to submit a quotation, please submit a "no bid" response. All quotes must be received by the above deadline date of November 10, 2025, @ 12:00PM Eastern Time for consideration.

Your price quotations and any questions regarding this RFQ should be addressed to:

Brenda Houser
Contracting Officer
800 Market Street, Suite 311
Knoxville, Tennessee 37902
E-Mail: brenda_houser@tnep.uscourts.gov

Sincerely,



Brenda Houser
Contracting Officer

:bh

**UNITED STATES PROBATION OFFICE
EASTERN DISTRICT OF TENNESSEE**

**WORK STATEMENT
Request for Quotation (RFQ)
26-01-TNEP-NIDTC**

Non-Instrumented Drug Testing Cups

The U.S. Probation Office, Eastern District of Tennessee, is seeking vendors to submit quotes for the purchase of non-instrumented drug testing cups. The cups will be delivered to three (3) locations: Chattanooga, Greeneville, and Knoxville, Tennessee.

Requirements for the non-instrumented drug testing cups:

- * Total quantity is approximately 750 – 15,000 cups, delivered to three (3) locations.
- * The device must be designed for the collection and testing of urine.
- * Cups must be individually packaged with the expiration date and lot number on packaging.
- * Product delivered shall have a minimum expiration date of 12 months from date of receipt.
- * **Cup size must be 3 to 5 inches tall with a 2.5 to 4 inch inner diameter.**
- * Cup must be clear, readable and include an enclosed (sealed off) test panel.
- * Cup must contain a control line indicator.
- * **Cup lid/seal must allow for leak free shipping.**
- * Full results must be available within 5 minutes.
- * Cross reactivity: for each drug tested, the contractor shall provide a list of all cross-reacting substances that the contractor is aware of in order to reduce the need for the government to confirm test results.
- * Results of tests must be readable for at least 30 minutes after results are given.
- * Cup shall include a built in urine temperature strip.
- * Other drugs will not be evaluated.
- * Adulteration panels will not be evaluated.
- * Cup must have a ten (11) panel test with the following cut-offs:

11-Panel NIDT Cup		-	Drug Cut-off Levels
(BUP)	Buprenorphine	-	10 ng/mL
(BZO)	Benzodiazepines	-	200 ng/mL
(COC)	Benzoyllecgonine-Cocaine Metabolite	-	150 ng/mL
(mAMP)	Methamphetamine	-	500 ng/mL
(OPI)	Opiates	-	300 ng/mL
(MTD)	Methadone	-	300 ng/mL
(OXY)	Oxycodone	-	100 ng/mL
(THC)	Marijuana	-	50 ng/mL
(AMP)	Amphetamine	-	500 ng/mL
(MDMA)	Methylenedioxymethamphetamine	-	500 ng/mL
(FYL)	Fentanyl		10 ng/mL

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*** Perspective vendors must provide at least three (3) sample units with quotation mailed to U.S. Probation Officer Specialist Nick Dongarra, 800 Market Street, Suite 311, Knoxville, TN 37902.** Samples are not required to include the exact panel or cut-offs, but should be similar to the product that would be provided if the vendor is awarded.

* Technical support and remote training must be available at no cost.

* Upon award of contract, company must be able to provide first shipment within 60 days after receipt of order (ARO).

Company must have the ability to deliver inside the building to the following three (3) locations:

Delivery Address	Quantities
900 Georgia Avenue, Room 442 Chattanooga, TN 37402	250 - 5,000 units
800 Market Street, Suite 311 Knoxville, TN 37902	250 – 5,000 units
220 West Depot Street, Suite 338 Greeneville, TN 37743	250 – 5,000 units

The cost or amount quoted should be based on open market pricing, and should not include any sales tax, as our agency is tax exempt. Please include all applicable freight and shipping charges.

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Quote Sheet for RFQ 26-01-TNEP-NIDTC

Item No.	Description	Quantity	Unit	Unit Price	Extended Price
1	Non-Instrumented Drug Testing Cups	(750-15,000)			
2	Shipping/Freight				
				TOTAL	

Vendor's Name

Vendor's Phone Number/fax number/e-mail 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 Signator

DUNS Number

Discount Terms or Net 30

Delivery Date (if other than stated ARO period)

**UNITED STATES PROBATION OFFICE
EASTERN DISTRICT OF TENNESSEE**

APPLICABLE JUDICIARY TERMS AND CONDITIONS

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

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>

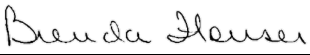
2. The contractor shall comply with the clauses in this paragraph that the contracting officer has indicated as being incorporated in this contract:

- ☒ **Clause 2-5A Inspection of Products (APR 2013)**
- ☒ **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 Environmental Assessment of Personal Computer Products (APR 2013)**
- ☒ **Clause 3-3 Provisions, Clauses, Terms and Conditions - Small Purchases (APR 2013)**
- ☐ **Clause 6-85 Commercial Computer Software License (APR 2013)**
- ☐ **Clause 6-105 California E-Waste Fee (APR 2013)**
- ☒ **Clause 7-115 Availability of Funds (JAN 2003)**

2. Section: 1 – Contract Clauses T&C Number: 7-123

PERFORMANCE AND OBLIGATION IN ADVANCE OF FUNDS (Class Deviation)(JAN 2019)

The Judiciary has the authority to enter into or continue this contractual action and to obligate the Government in advance of appropriations; however appropriated funds are not currently available to make payments under this contract to liquidate this obligation. The Contractor is authorized to perform under this contract, as specified. When the appropriated funds become available, the Government will make payment in accordance with the terms of this contract. This clause supersedes conflicting terms of any other clauses in this contract dealing with contract payment or financing until funds are made available.



Signature of Contracting Officer

October 27, 2025

Date

**UNITED STATES PROBATION OFFICE
EASTERN DISTRICT OF TENNESSEE**

SUBMISSION OF QUOTE AND EVALUATION OF OFFERS

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

 X Provision B-1, Solicitation Provisions Incorporated by Reference (SEP 2010)

This solicitation incorporates one or more solicitation provisions 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. The offeror is cautioned that the listed provisions may include blocks that must be completed by the offeror and submitted with its quotation or offer. In lieu of submitting the full text of those provisions, the offeror may identify the provision by paragraph identifier and provide the appropriate information with its quotation or offer. Also, the full text of a solicitation provision may be accessed electronically at this address: <http://www.uscourts.gov/procurement.aspx>.

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)

Additional Solicitation Provisions

 X Provision 4-1, Type of Contract (JAN 2003)

The judiciary plans to award an open market fixed-price type of contract under this solicitation, and all offers shall be submitted on this basis. Alternate offers based on other contract types will not be considered.

 X Provision 3-5, Taxpayer Identification and Other Offeror Information (APR 2011)

(a) 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.

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SUBMISSION OF QUOTE AND EVALUATION OF OFFERS

(b) 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.

(c) 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.

(d) **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.

(e) 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 _____.

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SUBMISSION OF QUOTE AND EVALUATION OF OFFERS

(f) 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)

(The contracting officer may incorporate additional clauses – by reference or in full text – or provisions in the above template. Refer to the Guide to Judiciary Policy, Vol. 14, Chapter 1, Appx. 1B to determine, if the provision or clause can be included by reference or must be included in full text. If any provisions are incorporated by reference, Provision B-1 also must be marked as applicable. Use of certain clauses/provisions may require a one-time delegation of procurement authority.)