

UNITED STATES DISTRICT COURT
OFFICE OF THE CLERK
SOUTHERN DISTRICT OF MISSISSIPPI
Jackson, Mississippi

September 6, 2014

Arthur Johnston
CLERK

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Jackson, MS 39201

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701 Main St., Suite 200 Zip 39401
P. O. Box 23552
JACKSON at Jackson
501 E. Court St., Suite 2.500
Zip 39201

EASTERN & WESTERN at Jackson
501 E. Court St., Suite 2.500
Zip 39201

RE: Maintenance Contract for Audio-Visual and
Conferencing at the Jackson Federal Courthouse

RFQ Number 2014AV4

To Prospective Bidders:

The United States District Court and Bankruptcy Court – Southern District Of Mississippi, are seeking proposals to provide support and maintenance services for the audio-visual and conferencing systems installed in twelve (12) courtrooms, two (2) conference rooms, and two (2) training rooms at the Jackson Federal Courthouse in Jackson, MS. These systems were installed from 2010-2011 under the general construction contract held by the General Services Administration. A maintenance services contract was acquired for a one year period. We are now soliciting another one year maintenance contract. You will find a Statement of Work attached which will assist you in preparing your bid.

This is a request for Open Market Pricing. A firm-fixed price award will be made based on a lowest priced, technically acceptable offer. Coverage will commence on September 24, 2014 and terminate, unless renewed, one year later. Bids will be due before close of business on September 19, 2014.

Bids should be mailed and emailed to the addresses listed below.

United States District Court
Southern District of Mississippi
501 East Court Street, Suite 2.500
Jackson, MS 39201
Attn: Shane Janos, Procurement Administrator

Emails containing quotes must contain a subject line containing only the words "JFC Maintenance Contract for Audio/Video Systems 2014."

Attn: Shane Janos, Contracting Officer

Email: shane_janos@mssd.uscourts.gov Telephone: (601) 608-4032

Requests for additional technical information concerning this RFQ should be addressed to the email address below. Information requests must be submitted before close of business on September 17, 2014.

Attn: Melvin Sawyer, Contracting Officer Technical Representative

Email: melvin_sawyer@mssd.uscourts.gov Telephone: (601) 608-4041

The Jackson Federal Courthouse is the physical service address for this solicitation

Sincerely,
Melvin Sawyer