

# Helping You to Help Us Discover a Cure

*Vendor Participation with SAIC-Frederick, Inc. at the  
Frederick National Laboratory for Cancer Research (FNLCR)*

## ***Vendor Guide***

*Ethics and Quality: Good Values...Good Business*

**SAIC**<sup>®</sup>

Frederick

## **WELCOME...**

Thank you for your interest in doing business with SAIC-Frederick, Inc. at the Frederick National Laboratory for Cancer Research (FNLCR). Providing vital goods and services to our research community ultimately results from a partnership between the acquisition departments of SAIC-Frederick, Inc. and the vendor community.

We, as SAIC-Frederick, Inc., employees, are dedicated to the delivery of quality scientific and technical products and services. We believe high ethical standards are essential to the achievement of our individual and corporate goals. As such, we shall be fair and professional in all of our business dealings and shall honor our commitments to our business partners.

## INTRODUCTION

SAIC-Frederick, Inc., as the Operations and Technical Support Contractor to the National Cancer Institute, operates at FNLCR, a federally funded research and development center. Visit our Web site for a full range of information about the center at: <https://www.saic-frederick.com/business-opportunities>. FNLCR is a government-owned, contractor-operated facility located at Fort Detrick, Frederick, MD.

Three acquisition departments operate at the facility. The **Purchasing Department** is responsible for all items, laboratory, administrative, and maintenance services commercially available to the general public. The **Research Subcontracts Department** is responsible for items not commercially marketed, such as major research and development projects, technical services, custom requirements, and consultant agreements. The **Construction Subcontracts Department** is responsible for design, construction, and renovation projects, and real property leasing.

Questions about the SAIC-Frederick, Inc. acquisition functions should be addressed to the following managers:

### **Purchasing Department**

Ms. Donna Follin  
Manager  
SAIC-Frederick, Inc.  
Bldg. 1050  
P.O. Box B  
Frederick, MD 21702  
(301)846-1124 Tel  
(301)846-5311 Fax

### **Research Subcontracts Dept.**

Mr. Greg Davis  
Manager  
SAIC-Frederick, Inc.  
92 Thomas Johnson Drive  
Suite 250  
Frederick, MD 21702  
(301)228-4011 Tel  
(301)228-4037 Fax

### **Construction Subcontracts Dept.**

Mr. Chad Hildebrand  
Manager  
SAIC-Frederick, Inc.  
Bldg. 1050  
P.O. Box B  
Frederick, MD 21702  
(301)846-5422  
(301)846-6541

## **GETTING ON THE VENDOR LIST**

You are encouraged to place your firm on our online Potential Vendor Database by completing the New Vendor Registration at <http://www.saic-frederick.com/business-opportunities> after which your firm will be considered for future procurements.

## **SMALL BUSINESS CONCERNS**

Small, small disadvantaged, woman-owned, HUBZone (historically under utilized business zone), veteran-owned, DVET (service-disabled veteran-owned), and HBCU/MI (historically black colleges and universities/minority institutions), businesses are encouraged to participate in providing the facility's goods and services to FNLCR. SAIC-Frederick, Inc. acquisition activities facilitate the participation of these businesses in the procurement transactions of the facility.

<http://www.saic-frederick.com/business-opportunities>