

How to do business with Oregon Department of Corrections (ODOC)

All bid Opportunities are posted on Oregon Procurement Information Network (ORPIN) at <http://orpin.oregon.gov/open.dll/welcome>.

For new vendors, you may register and become authenticated for e-bidding through the ORPIN system. It does not cost to register or become authenticated for e-bidding. Attached below is the ORPIN link. <http://www.oregon.gov/DAS/EGS/ps/Pages/eprocmnt.aspx>.

There are links under "Supplier Information" that will give you more information. The ORPIN help desk phone number and email address is listed as well should you need assistance registering or have questions. Once you are registered you can go into the system and look for various bidding opportunities issued by all Oregon state agencies.

Insurance requirements may be required for a solicitation and will be noted in the solicitation. Insurance certificates may be sent to the address below, or emailed to: DOC.ProcurementInsuranceCertificates@doc.state.or.us.

INSURANCE: During the term of this Contract, including warranty periods, if any, Contractor shall maintain in full force and at its own expense each insurance coverage or policy noted below, from insurance companies or entities that are authorized to transact the business of insurance and issue coverage in the State of Oregon and are acceptable to ODOC.

The Department of Corrections must be listed as additional insured on the certificate with regards to the General Commercial Liability coverage as follows:

Dept. of Corrections - State of Oregon,
Attn: Purchasing Unit,
3601 State Street, Ste. 280, Salem OR 97301-5780

ODOC also looks for opportunity purchases to aid in lowering food cost. In order to provide a faster response to opportunity buys, ODOC has set up an email address dedicated for opportunity buys from vendors. Please send opportunity buys to the following email address: DOC.OpportunityBuys@doc.state.or.us.

Thank you for your interest in doing business with ODOC.