

CITY OF GREENACRES

PALM BEACH COUNTY, FLORIDA



REQUEST FOR QUOTATION

MEDICAL SUPPLIES

RFQ NO. RFQ17-003/FR

Request for Quote Issuance Date: September 1, 2016

Submission Date: September 16, 2016

Issued By: Monica Powery, CPPB

Purchasing Administrator

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CITY OF GREENACRES

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CITY OF GREENACRES

SECTION I – GENERAL TERMS AND CONDITIONS

1. CONDITIONED OFFERS:

Vendors are cautioned that any condition, qualification, provision, or comment in their quote, or in other correspondence transmitted with their quote, which in any way modifies, takes exception, or is inconsistent with the specification, requirements, or any of the terms, conditions or provisions of this solicitation, is sufficient cause for the rejection of their quote and could be considered non-responsive.

2. RFQ FORMS:

Bidders must quote on this form. Proposals on vendor quotation forms will not be accepted. Bidders may use an attachment as an addendum to the Proposal Form(s) if sufficient space is not available on the original form for the bidder to enter a complete response.

3. PAYMENT:

The City will make payment after all commodities/services have been received/completed, accepted and properly invoiced as indicated in agreement and/or order. Invoices must bear the purchase order number. Payment shall be made within 30 days of such acceptance.

The Florida Prompt Payment Act is applicable to this solicitation. Interest penalties will only be paid in accordance with the Florida Prompt Payment Act, Florida Statute 218.70

4. INVOICING:

Vendor must render original invoice(s) to The City of Greenacres Accounts Payable, 5800 Melaleuca Lane, Greenacres, FL 33463.

5. DEVELOPMENT COSTS:

Neither the City nor its representatives shall be liable for any expenses incurred in connection with preparation of a response to this Request for Quote. Bidders should prepare their proposals simply and economically, providing a straightforward and concise description of the bidder's ability to meet the requirements of the RFQ.

6. DISCOUNT:

Bidders may offer a discount for prompt payment. However, such discounts will not be considered in determining the lowest net cost for evaluation purposes, unless otherwise specified in Special Conditions. Bidders should reflect any discounts to be considered in the unit prices.

7. ADDITIONAL SERVICES:

The City may require additional services, similar in scope to the requirements of this RFP, from time to time. Services not specifically identified in this RFP may be added by mutual agreement of the Parties and approval of the City Manager.

8. PURCHASE ORDERS:

The City will not accept any goods delivered or services performed unless a duly authorized purchase order has been issued for said goods and/or services. The purchase order number must appear on all invoices, packing slips and all correspondence concerning the order.

9. DELAYS:

The City may delay scheduled due dates if it is to the advantage of the City to do so. The City will notify bidders of changes in scheduled due dates by written addenda.

10. ORDER/CONTRACT:

Vendor agrees that by submitting an offer (i.e. Request for Quotation) which is accepted by the City (i.e. Purchase Order, Term Contract Notice) a binding contract is formed in accordance with the City's terms, conditions and specifications as set forth in the solicitation and this purchase order. Vendor certifies that the offer has been made by an officer or employee having the authority to bind the Vendor. Accordingly, payment will **only** be made to the company and the address as provided in the Vendor's offer unless prior written authorization is received from the City.

11. PRICE/DELIVERY:

The City requires a firm price for the agreement period. Any fees incurred will be checked to confirm compliance with quoted pricing. Failure to hold prices firm through the entire agreement term will be grounds for agreement termination.

All prices shall be F.O.B. destination, freight prepaid (bidder) pays and bears freight charges, bidder owns goods in transit and files any claims. Pricing shall include all transportation charges, labor, and equipment used for delivery to destination and any charges necessary for the exchange of any item that fails to meet specifications.

Price quoted must be the price for new merchandise and free from defects. Any proposals containing modifying or "escalator" clauses will not be considered unless specifically requested in the specifications.

"Acceptance" as herein used means the acceptance by City of Greenacres, herein referred to as City, after the Purchasing Agent or his authorized agent has, by inspection or test of such items, determined that they fully comply with specifications.

Deliveries of all items shall be made as soon as possible. In the appropriate blank on the proposal form, the vendor must indicate the best delivery date after receipt of order (ARO). Deliveries resulting from this RFQ are to be made during the normal working hours of the City. Time is of the essence and the bidder's delivery date must be specified and adhered to. Should the bidder, to whom the order or agreement is awarded, fail to deliver on or before his/her stated date, the City reserves the right to CANCEL the order or agreement and make the purchase elsewhere. The successful bidder(s) shall be responsible for making any and all claims against carriers for missing or damaged items.

12. QUANTITIES:

Quantities specified in the order/contract cannot be changed without City approval. Goods shipped in excess of quantity designated may be returned at Vendor's expense

13. ACCEPTANCE/REJECTION:

The City reserves the right to accept or to reject any or all Proposals and make the award to that bidder, who in the opinion of the City, will be in the best interest of and/or the most advantageous to the City. The City also reserves the right to reject the proposal of any bidder who has previously failed in the proper performance of an award or to deliver on time agreements of a similar nature or who is not in a position to perform properly under this award. The City reserves the right to waive any irregularities and technicalities and may, at its discretion, request a re-bid.

14. INSPECTION/ACCEPTANCE:

All goods and/or services provided on this Purchase Order are subject to inspection and acceptance upon receipt or completion by an authorized representative of the City. Payment shall not be authorized until the goods and/or services have been received, accepted and properly invoiced.

15. LICENSES AND PERMITS:

When applicable, it shall be the responsibility of the successful bidder to obtain at no additional cost to the City, any and all licenses and permits required to complete contractual service. A copy of these licenses shall be submitted with proposal. A copy of these permits shall be submitted prior to commencement of work. Fees for permits from the City shall be waived for work related to this RFQ, however, the successful bidder must pay any applicable City Occupational License fees.

16. CERTIFICATIONS:

When applicable, bidder must hold Certificate of Competency issued by the State of Florida or the Palm Beach County Construction Industry Licensing Board and a current Occupational License for Palm Beach County. Copy of certificate and license must be submitted with the proposal and must be in the name of the bidder shown on the Proposal page.

17. CONTRACT EXTENSION:

The City reserves the right to require the Contractor to extend contract past the stated termination date for a period of up to 120 days in the event that a subsequent contract has not yet been awarded. Additional extensions past the 120 days may occur as needed by the City and as mutually agreed upon by the City and the contractor.

18. AWARDS:

As the best interest of the City Council may require, the right is reserved to make award(s) by individual commodities/services, all or none or any combination thereof. A bidder desiring to quote "No Charge" must so indicate, otherwise the proposal will be construed as incomplete and may be rejected.

19. CONTRACTUAL AGREEMENT:

The form of the agreement will be determined by the City. If a sample agreement is included in the RFQ, the City anticipates that the final agreement will be in substantial conformance with this sample agreement; nevertheless, bidders are advised that any agreement that may result from the RFQ may deviate from the sample agreement.

It is expressly agreed that the bidder is and shall be in the performance of all work, services, and activities under the agreement independent and not an employee, agent, or servant of the City. All persons engaged in any work, service or activity performed pursuant to the purchase order shall at all times and in all places be subject to bidder's sole direction, supervision and control. Bidder shall exercise control over the means and manner in which it and its employees perform and work. In all respects bidder's relationship and the relationship of its employees to the City shall be independent and not as employees or agents of the City.

This Request for Quote shall be included and incorporated in the final award. The order of contractual precedence will be the agreement or price agreement document, original RFQ terms and conditions, purchase order, and bidder proposal. Any and all legal action necessary to enforce the award will be held in Palm Beach County and the contractual obligations will be interpreted according to the laws of Florida. Any cost of expenses to enforce the agreement, including attorney's fees, incurred by the City of Greenacres shall be borne by the bidder. Any additional contract or agreement requested for consideration by bidder must be attached and enclosed as part of the proposal.

20. SUBCONTRACTING:

If a bidder subcontracts any portion of services provided under a resulting agreement for any reason, bidder must include, in writing, the name and address of the subcontractor and extent of work to be performed. This information shall be submitted with proposal response and approved by the City. The City reserves the right to reject a proposal, of any bidder, if the proposal names a subcontractor who has failed in the proper performance of an agreement or is not in position to perform properly under this award. Subcontractors shall be responsible for meeting and submitting the insurance and licensing requirements set forth in the RFQ documents to the bidder, or the bidder shall extend their insurance policy to cover the subcontractor and their employees. It shall be the responsibility of the bidder to ensure that insurance and licenses required by this agreement are in effect.

21. NEWS RELEASES:

The bidder shall obtain the prior approval of the City Manager's Office for any and all news releases and/or other publicity pertaining to this RFQ or the service, study or project to which it relates.

22. ADDITIONS OR DELETION OF SERVICES:

The City reserves the right to add to the services specified in this RFQ, or to delete any portion of the scope of services at any time.

23. ALTERNATIVES/APPROVED EQUAL/DEVIATIONS:

Unless otherwise specified, the mention of the particular manufacturer's brand name or number in the specifications does not imply that this particular product is the only one that will be considered for purchase. This reference is intended solely to designate the type or quality of merchandise that will be acceptable. Alternate offers will be considered and must include descriptive literature and/or specifications. Failure to provide descriptive literature and/or specifications with alternate offers may be cause for disqualification of the RFQ. The City shall make the determination as to whether any alternate product or service is or is not equal, and such determination shall be final and binding upon all bidders.

The bidder shall be responsible for reading carefully, and understanding completely, the requirements and specifications of the items quoted upon. Any deviation from specifications listed herein must be clearly indicated, otherwise it will be considered that items offered are in strict compliance with these specifications, and the successful bidder will be held responsible. Therefore, deviations must be explained in detail on an attached sheet(s) and itemized by number. Any item(s) that do not meet the City's specifications upon delivery will not be accepted and if the item cannot be brought up to specifications in a reasonable time (reasonable time as determined by the City), the bidder will be required to compensate the City for difference in price incurred from going to the next low bidder.

24. NO BID:

Where more than one item is listed, any items not bid upon shall be indicated "NO BID."

25. AVAILABILITY OF FUNDS:

The obligations of the City under this award are subject to the availability of funds lawfully appropriated for its purpose by the Greenacres City Council.

26. OMISSION OF DETAILS:

Omission of any essential details from these specifications will not relieve the bidder of supplying such product(s) as specified.

27. MISTAKES:

In the event of extension error(s) the unit price will prevail and the bidder's total offer will be corrected accordingly. In the event of addition errors, the extended totals will prevail and the bidder's total will be corrected accordingly. If there is a difference between the written price and the numerical price, the written price shall prevail. Bidders must check their proposal where applicable. Failure to do so will be at the bidder's risk. Proposals having erasures or corrections must be initialed in ink by the bidder.

28. TERMINATION:

a. Termination for Cause

If, through any cause, the bidder shall fail to fulfill in a timely and proper manner, its obligations under the Purchase Order, or if the bidder shall violate any of the provisions of the Purchase Order, the City may upon written notice to the bidder, terminate the right of the bidder to proceed under the Purchase Order, and may hold the bidder liable for any damages caused to the City by reason of such default and termination. In the event of such termination, any completed services performed by the bidder under the agreement shall, at the option of the City, become the City's property and the bidder shall be entitled to receive equitable compensation for any work completed to the satisfaction of the City. The bidder, however, shall not thereby be relieved of liability to the City for damages sustained by the City by reason of any breach of the agreement by the bidder, and the City may withhold any payments to the bidder for the purpose of offset until such time as the amount of damages due the City from the bidder is determined. The bidder shall not be held liable for damages solely for reasons of delay if the delay is due to causes beyond its control and without its fault or negligence, but this shall not prevent the City from terminating the agreement because of such delay.

b. Termination for Convenience

The City reserves the right, in its best interest as determined by the City, to cancel any agreement by giving the bidder a thirty (30) day written notice.

29. PERFORMANCE:

The City may return, for full credit, any item(s) received which fail to meet the City's performance standards.

30. CANCELLATION:

Orders will be subject to immediate cancellation if either product or service does not comply with specifications, as stated herein, or fails to meet the City's performance standards.

31. COMPLIANCE WITH OCCUPATIONAL SAFETY AND HEALTH:

Bidder certifies that all material, equipment, etc., contained in his/her Quotation meets all O.S.H.A. requirements. Bidder further certifies that, if he/she is the successful bidder, and the material, equipment, etc., delivered is subsequently found to be deficient in any O.S.H.A. requirement in effect on date of delivery, all costs necessary to bring the material, equipment, etc., into compliance with the aforementioned requirements shall be borne by the bidder.

32. SAFETY REGULATIONS:

Equipment must meet all State and Federal safety regulations for grounding of electrical equipment.

33. CODES AND REGULATIONS:

The bidder must strictly comply with all Federal, State and local building and safety codes.

34. MATERIAL SAFETY DATA SHEET:

In compliance with Chapter 442, Florida Statutes, a Material Safety Data Sheet (MSDS) must accompany any toxic

substance resulting from this RFQ. The MSDS must include the following information:

- (a) The identity used on the chemical product's label.
- (b) The chemical and the common name(s) of all ingredients that have been determined to be a health hazard.
- (c) Physical and chemical characteristics of the hazardous chemicals (i.e. vapor pressure, flashpoint).
- (d) The physical hazards of the hazardous chemical, including the potential for fire, explosion and reactivity.
- (e) The health hazards of the hazardous chemical, including signs and symptoms of exposure.
- (f) The primary route(s) of entry.
- (g) The Occupational Safety and Health Administration (OSHA) permissible exposure limit, American Conference of Governmental Industrial Hygienists (ACGIH) Threshold Limit Value, and any other exposure limit used or recommended.
- (h) Whether the hazardous chemical is listed on the National Toxicology Program (NTP) Annual Report on Carcinogens (latest edition) or has been found to be a potential carcinogen.
- (i) Any general applicable precautions for safe handling and use that are known.
- (j) Any general applicable control measures that are known.
- (k) Emergency and first aid procedures.
- (l) The date of MSDS preparation or last change to it.
- (m) The name, address and telephone number of the chemical manufacturer or importer.

35. CODES AND REGULATIONS:

The bidder must strictly comply with all Federal, State and local building and safety codes.

36. UNIFORM COMMERCIAL CODE:

The Uniform Commercial Code (Florida Statutes, Chapter 672) shall prevail as the basis for contractual obligations between the awarded bidder and the City for any terms and conditions not specifically stated in the RFQ.

37. FEDERAL AND STATE TAX:

The City is exempt from all Federal, State, and Local taxes. An exemption certificate will be provided where applicable upon request.

The City is exempt from Federal and State Taxes for tangible personal property. The Purchasing Agent will sign an exemption certificate submitted by the successful bidder. Vendors or contractors doing business with the City shall not be exempted from paying sales tax to their suppliers for materials to fulfill contractual obligations with The City, nor shall any said vendor or contractor be authorized to use the City's tax exemption number in securing such materials.

38. NON-COLLUSION:

Bidder, by submitting a proposal, certifies that their proposal is made without previous understanding, agreement or connection with any person, firm or corporation making a proposal for the same material, supplies, equipment or services and is in all respects, fair and without collusion or fraud.

No premiums, rebates or gratuities permitted; either with, prior to, or after any delivery of material or provision of services. Any such violation may result in agreement cancellation, return of materials or discontinuation of services and the possible removal from the vendor bid list(s). Only one (1) Quotation from any individual, firm, partnership, or corporation, under the same or different names, will be considered. Should it appear to the City that any bidder is interested in more than one (1) proposal for work contemplated; all proposals in which such a bidder is interested will be rejected.

39. LEGAL REQUIREMENTS:

Federal, State, County and local laws, ordinances, rules and regulations that in any manner affect the items covered herein apply. Lack of knowledge by the bidder shall in no way be a cause for relief from responsibility.

- (a) Bidders doing business with the City are prohibited from discriminating against any employee, applicant or client because of race, creed, color, religion, national origin, sex, age or non-disqualifying physical or mental disability, with regard to but not limited to the following: employment practices, rates of pay or other compensation methods, and training selection.
- (b) Identical Tie Proposals shall be awarded in accordance with the preference established in Section 287.087, Florida Statutes, to a bidder submitting the attached Drug-Free Workplace Certification form properly completed and certified. In the event that tie proposals are received either from bidders who have all submitted a Drug-Free Workplace Certification or none of whom who have submitted such certification, the award will be made in accordance with City purchasing procedures pertaining to tie proposals.
- (c) A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a proposal on an agreement to provide any goods or services to a public entity, may not submit a proposal on an agreement with a public entity for the construction or repair of a public building or public work, may not submit proposals on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor or consultant under an agreement with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, for CATEGORY TWO (Currently \$35,000) for a period of 36 months from the date of being placed on the convicted vendor list.

40. INDEMNIFICATION:

Bidder agrees to protect, defend, reimburse, indemnify and hold the City, its agents, employees and elected officers and hold each of them free and harmless at all times from and against any and all claims, liability, expenses, losses, suits, costs, fines and damages (including attorney fees) and causes of action of every kind and character against or from the City by reason of any damage to property or the environment, or bodily injury (including death) incurred or sustained by any party hereto, or any party acquiring any interest hereunder, and any third or other party whomsoever, or any governmental agency, arising out of or incident to or in connection with bidder's performance under this agreement, bidder's acts, omissions or operations hereunder, or the performance, nonperformance or purported performances of the bidder or any breach of the items of this agreement; provided, however, the bidder shall not be responsible to the City for damages resulting out of bodily injury or to property which bidder can establish as being attributable to the sole negligence of the City, its respective agents, servants, employees or officers.

This indemnification shall include, but not be limited to, suits, actions or claims brought because of any injuries or damage sustained by any person or property on account of the bidder's operations in connection with the agreement; or on account of or in consequence of any neglect in constructing the work; or because of any act or omission by the bidder; or because of any claims or amounts recovered for any infringement of patent, trademark or copyright; or from any claims or amounts arising or recovered under the bidder under his agreement; as is considered necessary by the City, or in the case no monies are due, his surety shall be held until such suits, actions or claims for injuries or damages, as aforesaid, shall have been steeled and suitable evidence to the effect furnished to the City.

The bidder acknowledges and agrees that the City would not enter into an agreement without this indemnification of the City by the awarded bidder, and that the City's entering into an agreement shall constitute good and sufficient consideration for this indemnification. These provisions shall survive the expiration or earlier termination of the agreement. Nothing in the agreement shall be construed to affect in any way the City's rights, privileges, and immunities as set forth in Florida Statutes 768.28.

41. CONE OF SILENCE:

The City complies with the Palm Beach County Lobbyist Registration Ordinance. Section 2-355, Cone of Silence, which provides for a prohibition on any communication, except for written correspondence, regarding a particular request for bid, request for qualification, bid, or any other competitive solicitation between any person or person's representative seeking an award and any member of the City Council or employee authorized to act on behalf of the City Council to award an agreement. The cone of silence shall be in effect as of the deadline to submit the proposal, bid, or other response to a competitive solicitation and shall terminate at the time the City Council or department authorized to act on behalf of the City Council, awards or approves a proposal, rejects all proposals, responses, or otherwise takes action which ends the solicitation process.

All communications regarding this competitive solicitation shall be addressed in written form to Purchasing staff only. These provisions do not apply to oral communications at any public proceeding, selection committee presentation, or negotiation meeting.

42. CONFLICT OF INTEREST:

The award is subject to provisions of State Statutes and City Ordinances. All bidders must disclose with their Quotation the name of any officer, director or agent who is also an employee of the City. Further, all bidders must disclose the name of any City employee who owns, directly or indirectly, an interest of ten (10) percent or more in the bidder's firm or any of its branches.

43. CODE OF ETHICS:

If any bidder violates or is a party to a violation of the code of ethics of Palm Beach County or the State of Florida with respect to this RFQ, such bidder may be disqualified from performing the work described in this RFQ or from furnishing the goods or services for which the proposal is submitted and shall be further disqualified from submitting a response on any future bids/RFPs for work, goods or services for the City of Greenacres.

44. GOVERNING LAW AND VENUE:

Any agreement resulting from this RFQ shall be governed by the laws of the State of Florida. Any and all legal action necessary to enforce the agreement will be held in Palm Beach County and the agreement will be interpreted according to the laws of Florida. No remedy herein conferred upon any party is intended to be exclusive of any other remedy, and each and every such remedy shall be cumulative and shall be in addition to every other remedy given hereunder or now or hereafter existing at law or in equity or by statute or otherwise. No single or partial exercise by any party or any right, power, or remedy hereunder shall preclude any other or further exercise thereof.

45. EEO STATEMENT:

The City is committed to assuring equal opportunity in the award of agreements and, therefore, complies with all laws prohibiting discrimination on the basis of race, creed, color, religion, national origin, sex, age and non-disqualifying physical or mental disability.

46. SEVERABILITY:

The invalidity, illegality, or unenforceability of any provision of the agreement, or the occurrence of any event rendering any portion or provision of the agreement void, shall in no way affect the validity or enforceability of any other portion or provision of the agreement. Any void provision shall be deemed severed from the agreement and the balance of the agreement shall be construed and enforced as if the agreement did not contain the particular portion or provision held to be void. The parties further agree to reform the agreement to replace any stricken provision with a valid provision that comes as close as possible to the intent of the stricken provision. The provisions of this section shall not prevent the entire agreement from being void should a provision which is of the essence of the agreement be determined to be void.

47. INSPECTOR GENERAL OF PALM BEACH COUNTY:

The bidder is aware that the Inspector General of Palm Beach County has the authority to investigate and audit matters relating to the negotiation and performance of any resulting agreement and in furtherance thereof may demand and obtain records and testimony from the bidder and its subcontractors and lower tier subcontractors. The bidder understands and agrees that in addition to all other remedies and consequences provided by law, the failure of the bidder or its subcontractors or lower tier subcontractors to fully cooperate with the Inspector General when requested may be deemed by the municipality to be a material breach of this agreement justifying its termination.

48. PUBLIC RECORDS:

Upon award recommendation or thirty (30) days after opening, whichever occurs first, proposals become public records and shall be subject to public disclosure consistent with Chapter 119, Florida Statutes. Bidders must invoke the exemptions to disclosure provided by law in the response to the bid, and must identify the data or other materials to be protected, and must state the reasons why such exclusion from public disclosure is necessary.

49. RECORDS/AUDITS:

The City of Greenacres is a public agency subject to Chapter 119, Florida Statutes. The Contractor shall comply with Florida's Public Records Law. Specifically, the Contractor shall:

- (a) Keep and maintain public records required by the City in order to perform the service.
- (b) Upon request from the City's custodian of public records, provide the public agency with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in this chapter or as otherwise provided by law.
- (c) Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the contractor does not transfer the records to the City.

- (d) Upon completion of the contract, transfer, at no cost to the City, all public records in possession of the Contractor, or keep and maintain public records required by the City to perform the service. If the Contractor transfers all public records to the City upon completion of the contract, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Contractor keeps and maintains public records upon completion of the contract, the Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the City, upon request from the City's custodian of public records in a format that is compatible with the information technology systems of the City.

During the term of the contract, the Contractor shall maintain all books, reports and records in accordance with generally accepted accounting practices and standards for records directly related to this contract. The form of all records and reports shall be subject to the approval of the City's Auditor. The Contractor agrees to make available to the City's Auditor, during normal business hours and in Broward, Dade or Palm Beach Counties, all books of account, reports and records relating to this contract.

50. PUBLIC RECORDS CUSTODIAN:

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT:

**CITY CLERK
5800 MELALEUCA LANE
GREENACRES, FL 33463
(561) 642-2006
JCUNNINGHAM@CI.GREENACRES.FL.US**



CITY OF GREENACRES

SECTION II – SPECIAL TERMS AND CONDITIONS

2-1. INTRODUCTION:

The City of Greenacres is requesting quotations from experienced and qualified companies to provide medical supplies to the City on an “as needed” basis. Bidders shall become familiar with any and all conditions and requirements that may in any manner affect the work to be performed. No additional allowance will be made due to lack of knowledge of these conditions.

2-2. QUOTATION SUBMISSION AND WITHDRAWAL:

All quotations shall be submitted on or before Friday, September 16, 2016 at 3:00 PM.

All quotes MUST be submitted on the attached “Quotation Form”, ATTACHMENT A.

Electronic quotations may be submitted to: mpowery@ci.greenacres.fl.us

Physically quotations may be submitted to the following address:

**CITY OF GREENACRES
PURCHASING DIVISION
CITY HALL
5800 Melaleuca Lane
Greenacres, Florida 33463**

Bidders may withdraw their quotation by notifying the City in writing at any time prior to the deadline for quotation submittal. After the deadline, the quotation will constitute an irrevocable offer, for a period of sixty (60) days. Once opened, quotation become a record of the City and will not be returned to the bidders.

Quotation must be completed and signed by the authorized representative in the space provided. If the quotation is made by an individual, his name and post office address shall be shown. If made by a firm or partnership, the name and post office address of each member of the firm or partnership shall be shown. If made by a corporation, the person signing the quotation shall show the name of the state under the laws of which the corporation was incorporated, also the names and business addresses of its president, secretary and treasurer. The quotation shall bear the seal of the corporation attested by the secretary. Anyone signing the quotation as agent shall include legal evidence of his authority to do so.

2-3. BIDDER’S RESPONSIBILITY:

Before submitting a Proposal, each Bidder shall be solely responsible for making any and all investigations, evaluations, and examinations, as it deems necessary, to ascertain all conditions and requirements affecting the full performance of the contract. Ignorance of such conditions and requirements, and/or failure to make such evaluations, investigations, and examinations, will not relieve the Bidder from any obligation to comply with every detail and with all provisions and requirements of the contract, and will not be accepted as a basis for any subsequent claim whatsoever for any monetary consideration on the part of the Bidder.

2-4. ADDENDUM:

The issuance of an addendum(s) is the only official method whereby interpretation, clarification, changes, modifications or additional information may be provided by the City. It shall be the responsibility of each bidder, during and prior to quotation submittal to visit the City of Greenacres Website at www.ci.greenacres.fl.us/dept_finance/bids or contact the Purchasing Division at (561) 642-2039 to

determine if addendums were issued and to obtain such addendums. Failure to do so could result in an unresponsive quotation. Any oral explanation given before the bid opening will not be binding.

The City may issue written addenda up to seven (7) calendar days before the date fixed for receiving the quotations. All addenda issued by the City will include a receipt form, which **must** be signed and included with any quotations that are submitted to the City. In the event multiple addenda are issued, a separate receipt for each addendum must be included with the quotation at the time it is submitted to the City.

2-5. INSURANCE REQUIREMENTS:

The awarded bidder(s) shall maintain insurance coverage reflecting at least the minimum amounts and conditions specified herein. In the event the bidder is a governmental entity or a self-insured organization, different insurance requirements may apply. Misrepresentation of any material fact, whether intentional or not, regarding the bidder's insurance coverage, policies or capabilities may be grounds for rejection of the Quotation and rescission of any ensuing agreement.

The bidder shall provide, pay for, and maintain in force at all times during the services to be performed, such insurance, including Workers' Compensation Insurance, Comprehensive General Liability Insurance, and Business Automobile Liability Insurance with minimum coverage amounts acceptable to the City. All policies shall be issued by United States Treasury approved companies authorized to do business in the State of Florida and having agents upon whom service of process may be made in the State of Florida. Bidder shall specifically protect the City by naming the City of Greenacres as an additional insured under the Policy or certificate.

Professional Liability Insurance: The limits of liability provided by such policy shall be no less than one million dollars (\$1,000,000.00).

Workers' Compensation Insurance is to apply for all employees in compliance with the Workers' Compensation Law of the State of Florida, the state where work is performed and all applicable federal laws.

Comprehensive General Liability Insurance with minimum limits of one million dollars (\$1,000,000.00) per occurrence combined single limit for Bodily Injury Liability and Property Damage Liability. Coverage must be afforded on a form no more restrictive than the latest edition of the Comprehensive General Liability Policy, without restrictive endorsements, as filed by the Insurance Services Office, and must include:

- Premises and/or Operations.
- Independent Contractors.
- Broad Form Property Damage.
- Broad Form Contractual Coverage applicable to this specific agreement.

Personal Injury Coverage with Employee and contractual Exclusions removed with minimum limits of coverage equal to those required for Bodily Injury Liability and Property Damage Liability.

Business Automobile Liability Insurance with minimum limits of One Million Dollars (\$1,000,000.00) per occurrence combined single limit for Bodily Injury Liability and Property Damage Liability. Coverage must be afforded on a form no more restrictive than the latest edition of the Business Automobile Liability Policy, without restrictive endorsement, as filed by the Insurance Services Office and must include:

- Owned vehicles.
- Hired and non-owned vehicles.
- Employers' non-ownership.

The bidder shall provide to the City prior to the effective date of the agreement a Certificate of Insurance or a copy of all insurance policies required including any subsection there under. The City reserves the right to require a certified copy of such policies upon request. All endorsements and certificates shall state that the City shall be given thirty (30) days' notice prior to expiration or cancellation of the policy.

Bidder hereby acknowledges and agrees that any and all risk of loss regarding the services identified hereunder shall be solely borne by bidder.

2-6. AWARD:

The bidder understands that this RFQ does not constitute an offer or an agreement with the bidder. The City anticipates entering into an agreement with the bidder who will be the lowest responsive and responsible bidder(s) whose qualifications indicate the award will be to the best interest of the City and who's Quotation(s) complies(y) with the requirements of the RFQ documents as determined by the City and is in the best interest of the City. Any agreement issue as a result of this RFQ will be for an initial term of one (1) year with options for two (2) additional one-year renewals with the mutual agreement of both parties. This could result in a three (3) year agreement. Any renewal will be subject to the appropriation of funds by the City Council.

The City of Greenacres reserves the right to award on an "All-or-None" basis to one bidder or to award to two or more bidders, whenever it is in the best interest or most advantageous to the City of Greenacres.

2-7. CITY CONTRACT COORDINATOR:

The City Contract Coordinator for this project will be Mark Jakubek, Fire Rescue Division Chief, and the telephone number is (561) 642-2178. After an agreement has been executed, all communications and correspondence shall be directed to the Contract Coordinator with copies of the correspondence to Monica Powery, Purchasing Administrator, 5800 Melaleuca Lane, Greenacres, FL 33463, mpowery@ci.greenacres.fl.us.

2-8. VENDOR SERVICE REPRESENTATIVE:

The bidder must submit with their Quotation the name, address, and phone number of the person(s) to be contacted for the placement of an order and the coordination of service.

2-9. METHOD OF ORDERING:

The City shall issue a Purchase Order for the duration of the fiscal year (October 1 through September 30). The using department will fax/email an order form referencing the Purchase Order number and the items awarded. The awarded vendor is only allowed to delivery items that are specified on the Purchase Order. Vendors are prohibited from sending items that are not on the Purchase Order. The City will not pay for any items that are not on the original Purchase Order.

2-10. DELIVERY/INSTALLATION:

Delivery is requested within 7 business days after receipt of Purchase Order. Business days are defined as Monday to Friday, less all federally recognized holidays. Failure to deliver items as specified within the requested time period may be grounds for agreement termination. All delivery costs and charges must be included in the quotation price with no minimum ordering quantity.

The F.O.B. shall be destination - within the City of Greenacres. Exact delivery point will be indicated on the Purchase Order. All pricing shall include delivery. No additional charges for delivery shall be allowed.

Delivery Location is as follows:

City of Greenacres Fire Rescue Station 94: 2995 South Jog Road, Greenacres, Florida 33467 Attn: Mark Jakubek

2-11. SPECIFICATIONS:

A purchase order will be issued to the successful bidder with the understanding that all items delivered must meet the specifications and quality set forth herein. Items delivered not as specified and of highest quality will be returned at the bidder's expense. No "seconds" or "defective" items shall be accepted.

2-12. PACKAGING AND LABELS:

Labels shall be attached to each carton and shall contain the following information: Purchase Order number, quantity contained in each package, and total number of items being delivered.

2-13. BRAND/MANUFACTURER REFERENCED:

Unless otherwise stated in these specifications, any manufacturer name, trade name, brand name, information or catalog numbers listed in this specification are for information and quality and are not intended to limit competition.

2-14. PURCHASING AGREEMENTS WITH OTHER GOVERNMENTAL AGENCIES:

All bidders submitting a response to this RFQ agree that such response also constitutes a quote to all political subdivisions of the State of Florida, under the same conditions, for the same prices and the same effective period as this RFQ, should the bidder feel it is in their best interest to do so. This election shall be indicated by completion of the attached **Form 93-015**. This agreement in no way restricts or interferes with the right of any political subdivision of the State of Florida to re-bid any or all items.

2-15. ESTIMATED QUANTITIES:

Estimated quantities represent a reasonable approximation of the number of units of each type of item the City expects to purchase during a twelve (12) month period. Note, the estimated quantities do not constitute a guaranteed minimum order. The City reserves the right to buy additional quantities or less at the unit price quoted herein.

2-16. EQUIVALENTS:

Bidders offering equivalents to the "as specified" items(s) shall submit detailed specifications of the alternate product to the Purchasing Division for evaluation purposes no later than fourteen (14) days before the RFQ submittal date. Requests received after this time will not be considered. It is the Bidder's responsibility to provide adequate information to ensure that the proposed equivalent meets the required criteria. Each particular specification, in which the equivalent item differs, must be listed, along with the detailed specification sheet. The City reserves the sole right to determine acceptance of offered item(s) as an approved equivalent. If the product is acceptable, the City will approve it through an addendum issued through the City Purchasing Administrator to all the Bidders on record. Quotations that do not comply with these requirements shall be rejected, as will RFQs containing items deemed not to be approved equals.



CITY OF GREENACRES

SECTION III – SCOPE OF WORK

2-1. BACKGROUND:

The City of Greenacres, incorporated in 1926, is located in the central part of Palm Beach County, Florida, approximately five miles from the Atlantic Ocean. The City has a land area of 5.82 square miles with a population of 39,066 (BEBR Estimate 2016), making the City the eighth largest of the 38 cities in the county. The City provides a complement of municipal services including Public Safety (Police, Fire, and Emergency Medical Services), Parks and Recreation, Planning & Engineering, Building, and Public Works.

The City of Greenacres mission is to continually improve the quality of life by providing the best and most cost efficient public services and facilities to exceed the expectations of City residents and businesses. Some of the City's core values include integrity and professionalism, fiscal responsibility, teamwork, and customer service. Our vendors are truly partners in meeting our commitments to the community, and in support of the mission, we are committed to ensuring that qualified, competitive vendors who share our commitment to quality, efficiency, teamwork, and customer service are employed to provide goods and services to the City. Our vendors are expected to deliver high quality products and efficient service that is provided on time and as ordered.

2-2. SCOPE OF WORK:

The City is requesting quotes from qualified bidders for the purchase of a variety of medical products in order to provide EMT and paramedic services to our community. The nature of EMS service delivery requires a reliable vendor providing quick turn-around on orders, the ability to replace critical supplies within a short time frame, and has working knowledge of EMS service delivery needs and development.

City shall issue an open purchase order(s) for each individually awarded item. The Purchase Order and quantities listed herein are an estimate of annual usage. The items will be ordered throughout the year using an order form, referencing the open purchase order, on an as needed basis by authorized City personnel only. All delivery costs and charges must be included in the bid price with no minimum ordering quantity. Delivery is requested within 7 business days after receipt of order form. Upon satisfactory delivery and acceptance by City, contractor shall invoice City for items received at the address shown on the purchase order.



**RFQ NO. RFQ17-003/FR
MEDICAL SUPPLIES**

BIDDERS CERTIFICATION

Name: _____ Title: _____
Printed

Company Name: _____
Legal Name

Address: _____

City, State, Zip: _____

Telephone No.: _____ Email: _____

Federal I.D. No.: _____ Fax: _____

The undersigned hereby certifies that he/she is an authorized representative of the Company who may legally bind the Company:

***SIGNATURE:** _____ **DATE:** _____

Failure to affix signature will result in disqualification of proposal.

The length of time (continuous) in business under the above stated legal name: _____ years.

1. Check One: Corporation () Partnership () Individual ()

2. If Corporation, complete:
Date of Incorporation: _____ State in which Incorporated: _____

3. If an out-of-state Corporation, currently authorized to do business in Florida, give date of such authorization: _____

Name and Title of Principal Officers:

Date Elected:

| | |
|-------|-------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

Note: Information requested herein and submitted by the bidders will be analyzed by the City of Greenacres and will be a factor considered in awarding any resulting agreement. The purpose is to ensure that the bidder, in the sole opinion of the City of Greenacres, can sufficiently and efficiently perform all the required services in a timely and satisfactory manner as will be required by the subject agreement.



ADDENDA

RFQ NO. RFQ17-003/FR

MEDICAL SUPPLIES

Bidder: _____

Date Submitted: _____

The undersigned bidder certifies that this Quotation package is submitted in accordance with the specifications in its entirety and with full understanding of the conditions governing this RFQ.

Acknowledgement is hereby made of the following Addenda received since issuance of RFQ Documents:

Addendum No. _____ Dated: _____ Addendum No. _____ Dated: _____

Addendum No. _____ Dated: _____ Addendum No. _____ Dated: _____

NO ADDENDUM WAS RECEIVED IN CONNECTION WITH THIS BID



**RFQ NO. RFQ17-003/FR
MEDICAL SUPPLIES**

**JOINT BIDDING, COOPERATIVE PURCHASING FORM
PURCHASING AGREEMENT WITH OTHER GOVERNMENTAL AGENCIES**

This Certification submitted by _____,
(Individual's Name)

The _____ of _____,
(Title/Position with Vendor/Contractor) (Name of Company/Vendor)

Who does hereby certify that the Quotation(s) submitted in response to the City of Greenacres Bid Project No. _____ for _____ shall constitute a bid to ANY Political Subdivision of the State of Florida under the same conditions, for the same prices and the same effective period as this bid, unless specifically declined below. This joint bid is submitted with the understanding that it in no way restricts or interferes with the right of ANY Political Subdivision of the State of Florida to re-bid any or all items.

Bidder accepts this condition _____

Bidder does not accept this condition _____

Signature

Address

City/State/Zip

Telephone Number

(Finance Form 93-015)



**RFQ NO. RFQ17-003/FR
MEDICAL SUPPLIES**

LIST OF PROPOSED SUBCONTRACTORS

The undersigned bidder hereby designates, as follows, all major subcontractors whom he/she proposes to utilize for the major areas of work for the project. The bidder is further notified that all subcontractors shall be properly licensed and shall be required to furnish the CITY with a Certificate of Insurance in accordance with the agreement general conditions. Failure to furnish this information may be grounds for rejection of the bidder's Quotation. **(If no subcontractors are proposed, state "None" on first line below.)**

| Name and Address of Subcontractor | Scope of Work/Phase(s) | License # |
|-----------------------------------|------------------------|-----------|
| 1. | | |
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| 5. | | |
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| | | |

Signature and Date _____

Title/Company _____

(Finance Form 94-017)

Attachment A
Quotation Form

| Item | Description | Estimated Quantity | Unit of Measure | Unit Price | Extended Price |
|------|---|--------------------|-----------------|------------|----------------|
| 1 | 1 cc Syringes (100/bx) (Luer Lock) | 2 | box | | |
| 2 | 3 cc Syringes (100/bx) (Luer Lock) | 2 | box | | |
| 3 | 5 cc Syringes (100/bx) (Luer Lock) | 2 | box | | |
| 4 | 10 cc Syringes (100/bx) (Luer Lock) | 2 | box | | |
| 5 | 20 cc Syringes (100/bx) (Luer Lock) | 1 | box | | |
| 6 | 30 cc Syringes (100/bx) (Luer Lock) | 1 | box | | |
| 7 | 60 cc Syringes (100/bx) (Luer Lock) | 1 | box | | |
| 8 | 2 port AMSafe Needleless IV Sets/10 drop | 1050 | each | | |
| 9 | 2 port AMSafe Needleless IV Sets/60 drop | 50 | each | | |
| 10 | Abdominal Pads 5x9 | 100 | each | | |
| 11 | AirLife Misty Max Small Volume Nebulizer | 100 | each | | |
| 12 | Alcohol Prep Pads Medium (100/bx) | 4 | box | | |
| 13 | Ambu Laryngeal Mask Size 3 | 4 | each | | |
| 14 | Ambu Laryngeal Mask Size 4 | 4 | each | | |
| 15 | Ambu Laryngeal Mask Size 5 | 4 | each | | |
| 16 | Arm Boards, Long | 30 | each | | |
| 17 | Arm Boards, Short | 30 | each | | |
| 18 | Asherman Chest Seals | 13 | each | | |
| 19 | Band-Aid , Assorted (100/bx) | 1 | box | | |
| 20 | Bandages - Elastic 3 in (50 rolls/case) | 2 | case | | |
| 21 | Bandages - Elastic 4 in (50 rolls/case) | 2 | case | | |
| 22 | Bandages - Triangular 26in x 51in | 30 | each | | |
| 23 | Black Shears | 10 | each | | |
| 24 | Blood Pressure Cuff, Adult | 11 | each | | |
| 25 | Blood Pressure Cuff, Adult for Zoll E Series | 1 | each | | |
| 26 | Blood Pressure Cuff, Adult Large | 5 | each | | |
| 27 | Blood Pressure Cuff, Adult Large for Zoll E Series | 5 | each | | |
| 28 | Blood Pressure Cuff, Child | 2 | each | | |
| 29 | Blood Pressure Cuff, Infant | 2 | each | | |
| 30 | Buretrol Sets | 20 | each | | |
| 31 | Burn Sheets 60" x 96" | 6 | each | | |
| 32 | Carbon Dioxide Detector, Adult | 28 | each | | |
| 33 | Carbon Dioxide Detector, Pediatric | 12 | each | | |
| 34 | Cardboard Splints, 12" | 20 | each | | |
| 35 | Cardboard Splints, 18" | 20 | each | | |
| 36 | Cardboard Splints, 24" | 20 | each | | |
| 37 | Cardboard Splints, 36" | 20 | each | | |
| 38 | CaviCide Disinfectant 1 gal (4/case) | 32 | case | | |
| 39 | Cervical Collars, Infant | 6 | each | | |
| 40 | Cervical Collars, Pediatric | 6 | each | | |
| 41 | Coban Self-Adherent Wrap | 350 | each | | |
| 42 | Cold Packs Instant 5.5x8 | 10 | each | | |
| 43 | ConMed IV Dressing Transparent Adult Veni-Guard (100/bx) | 21 | box | | |

Attachment A
Quotation Form

| Item | Description | Estimated Quantity | Unit of Measure | Unit Price | Extended Price |
|------|--|--------------------|-----------------|------------|----------------|
| 44 | Convenience Bags 22 oz 650cc | 520 | each | | |
| 45 | Cpap Sets | 25 | each | | |
| 46 | Disposable Manual Resuscitators, Adult | 57 | each | | |
| 47 | Disposable Manual Resuscitators, Child | 6 | each | | |
| 48 | Disposable Manual Resuscitators, Infant | 6 | each | | |
| 49 | Dynarex Rolled Splint w/Adhering Wrap 4.25" x 36" | 20 | each | | |
| 50 | EKG paper for Zoll E Series | 115 | each | | |
| 51 | Electrodes, Pediatric | 10 | each | | |
| 52 | Emergency Blanket Yellow 54x80 | 20 | each | | |
| 53 | Endotracheal Tube Cuffed w/Stylette 6.0 (10/bx) | 1 | box | | |
| 54 | Endotracheal Tube Cuffed w/Stylette 6.5 (10/bx) | 1 | box | | |
| 55 | Endotracheal Tube Cuffed w/Stylette 7.0 (10/bx) | 2 | box | | |
| 56 | Endotracheal Tube Cuffed w/Stylette 7.5 (10/bx) | 2 | box | | |
| 57 | Endotracheal Tube Cuffed w/Stylette 8.0 (10/bx) | 1 | box | | |
| 58 | Endotracheal Tube Cuffed w/Stylette 8.5 (10/bx) | 1 | box | | |
| 59 | Endotracheal Tube Uncuffed w/Stylette 2.5 (10/bx) | 10 | box | | |
| 60 | Endotracheal Tube Uncuffed w/Stylette 3.0 (10/bx) | 1 | box | | |
| 61 | Endotracheal Tube Uncuffed w/Stylette 3.5 (10/bx) | 2 | box | | |
| 62 | Endotracheal Tube Uncuffed w/Stylette 4.0 (10/bx) | 1 | box | | |
| 63 | Endotracheal Tube Uncuffed w/Stylette 4.5 (10/bx) | 1 | box | | |
| 64 | Endotracheal Tube Uncuffed w/Stylette 5.0 (10/bx) | 1 | box | | |
| 65 | Endotracheal Tube Uncuffed w/Stylette 5.5 (10/bx) | 1 | box | | |
| 66 | Face Mask w/shields | 10 | each | | |
| 67 | Gallant Prep Razors (50/pk) | 2 | pack | | |
| 68 | Gauze Roll Non-Sterile 3 in | 50 | each | | |
| 69 | Gauze Roll Non-Sterile 4 in | 50 | each | | |
| 70 | Gauze, Sterile 4 x 4 12ply | 50 | each | | |
| 71 | Gauze, Unsterile 4 x 4 (200/pk) | 90 | pack | | |
| 72 | Intubation Detection Bulb | 5 | each | | |
| 73 | IV Catheters 14g 2 inch | 10 | each | | |
| 74 | Kendall #8970 Sharps Box, Large | 60 | each | | |
| 75 | Laerdal Sta-Blok Head Immobilizer | 30 | each | | |
| 76 | Laerdal Thomas Endotracheal Tube Holder, Child | 5 | each | | |
| 77 | Laerdal Thomas Select Tube Holder, Adult | 46 | each | | |
| 78 | Laerdal Cervical Collar Stifneck, Adult | 125 | each | | |
| 79 | Laryngoscope Bulb, Large | 6 | each | | |
| 80 | Laryngoscope Bulb, Small | 6 | each | | |
| 81 | Littmann Stethoscopes, Adult | 6 | each | | |
| 82 | MedSource ClearSafe Comfort Safety IV Catheters 14g x 1 1/4 (50/bx) | 1 | box | | |
| 83 | MedSource ClearSafe Comfort Safety IV Catheters 16g x 1 1/4 (50/bx) | 2 | box | | |
| 84 | MedSource ClearSafe Comfort Safety IV Catheters 18g x 1 1/4 (50/bx) | 20 | box | | |
| 85 | MedSource ClearSafe Comfort Safety IV Catheters 20g x 1 1/4 (50/bx) | 33 | box | | |
| 86 | MedSource ClearSafe Comfort Safety IV Catheters 22g x 1 (50/bx) | 2 | box | | |

Attachment A
Quotation Form

| Item | Description | Estimated Quantity | Unit of Measure | Unit Price | Extended Price |
|------|--|--------------------|-----------------|------------|----------------|
| 87 | MedSource ClearSafe Comfort Safety IV Catheters 24g x 3/4 (50/bx) | 1 | box | | |
| 88 | MedSource I.V. Infusion Needleless Male Luer PRN Adapter | 860 | each | | |
| 89 | Microflex SafeGrip Powder Free Latex Gloves, Large (50/bx) | 330 | box | | |
| 90 | Microflex SafeGrip Powder Free Latex Gloves, Medium (50/bx) | 60 | box | | |
| 91 | Microflex SafeGrip Powder Free Latex Gloves, Small (50/bx) | 30 | box | | |
| 92 | Microflex SafeGrip Powder Free Latex Gloves, Xlarge (50/bx) | 280 | box | | |
| 93 | Moldex 1513 Mask, Assorted Sizes (20/bx) | 1 | box | | |
| 94 | Moldex N95 Mask, Assorted Sizes (20/bx) | 1 | box | | |
| 95 | Mucosal Atomization Device | 80 | each | | |
| 96 | Multi Function Pads, Adult for Zoll E Series (pr) | 22 | each | | |
| 97 | Multi Function Pads, Pediatric for Zoll E Series (pr) | 16 | each | | |
| 98 | Multi Trauma Dressing | 30 | each | | |
| 99 | Nasal Cannula Adult | 300 | each | | |
| 100 | Nasal Cannula Pediatric | 10 | each | | |
| 101 | Nasopharyngeal Airways Size 12F | 2 | each | | |
| 102 | Nasopharyngeal Airways Size 14F | 2 | each | | |
| 103 | Nasopharyngeal Airways Size 16F | 2 | each | | |
| 104 | Nasopharyngeal Airways Size 18F | 2 | each | | |
| 105 | Nasopharyngeal Airways Size 20F | 2 | each | | |
| 106 | Nasopharyngeal Airways Size 22F | 2 | each | | |
| 107 | Nasopharyngeal Airways Size 24F | 2 | each | | |
| 108 | Nasopharyngeal Airways Size 26F | 2 | each | | |
| 109 | Nasopharyngeal Airways Size 28F | 2 | each | | |
| 110 | Nasopharyngeal Airways Size 30F | 2 | each | | |
| 111 | Needles, 18g (100/bx) | 2 | box | | |
| 112 | Needles, 21g (100/bx) | 2 | box | | |
| 113 | Needles, 22g (100/bx) | 1 | box | | |
| 114 | Needles, 25g (100/bx) | 1 | box | | |
| 115 | O2 Wrench | 1 | each | | |
| 116 | OB Kits | 6 | each | | |
| 117 | Oral Airways 55 mm | 1 | each | | |
| 118 | Oral Airways 60 mm | 1 | each | | |
| 119 | Oral Airways 70 mm | 40 | each | | |
| 120 | Oral Airways 80 mm | 40 | each | | |
| 121 | Oral Airways 90 mm | 40 | each | | |
| 122 | Oral Airways 100 mm | 10 | each | | |
| 123 | Oral Airways 110 mm | 5 | each | | |
| 124 | Oral Airways 120 mm | 1 | each | | |
| 125 | Oro/Nasogastric Tubes 8F | 2 | each | | |
| 126 | Oro/Nasogastric Tubes 12F | 2 | each | | |
| 127 | Oro/Nasogastric Tubes 16F | 1 | each | | |
| 128 | Oro/Nasogastric Tubes 18F | 1 | each | | |
| 129 | Oval Eye Pads | 4 | each | | |

Attachment A
Quotation Form

| Item | Description | Estimated Quantity | Unit of Measure | Unit Price | Extended Price |
|------|--|--------------------|-----------------|------------|----------------|
| 130 | Oxygen Tubing (50/cs) | 1 | case | | |
| 131 | Pen Lights | 10 | each | | |
| 132 | Petroleum Gauze 3 x 9 | 88 | each | | |
| 133 | Protective Arm Sleeves | 100 | each | | |
| 134 | Red Biohazard Bags, 10 gallon | 800 | each | | |
| 135 | Red Lock Out Tags with numbers (100/bg) | 100 | bag | | |
| 136 | Restraint Strap Disposable Orange 2 piece 5 ft (50/cs) | 125 | case | | |
| 137 | Restraints, Adult (50/cs) | 1 | case | | |
| 138 | Ring Cutters | 3 | each | | |
| 139 | Safety Lancets (100/bx) | 13 | box | | |
| 140 | Sharps Container, 1 Qt 3.5" x 3.5" x 7" | 40 | each | | |
| 141 | Silvon Diaphoretic Electrodes (600/cs) | 32 | case | | |
| 142 | Stethoscopes, Pediatric | 2 | each | | |
| 143 | Stylettes 6F | 1 | each | | |
| 144 | Stylettes 10F | 1 | each | | |
| 145 | Stylettes 12F | 1 | each | | |
| 146 | Stylettes 14F | 1 | each | | |
| 147 | Suction Canister, 1200 cc | 10 | each | | |
| 148 | Suction Tip, Yankauer | 10 | each | | |
| 149 | Suction Tubing | 10 | each | | |
| 150 | Tape, 1 in Clear Porous Tape (12/bx) | 2 | box | | |
| 151 | Tape, 2 in Clear Porous Tape (12/bx) | 1 | box | | |
| 152 | Tape, 3 in Clear Porous Tape (12/bx) | 1 | box | | |
| 153 | Total Non-Rebreather Mask, Adult (50/cs) | 6 | case | | |
| 154 | Total Non-Rebreather Mask, Infant (50/cs) | 1 | case | | |
| 155 | Total Non-Rebreather Mask, Pediatric (50/cs) | 1 | case | | |
| 156 | Tourniquets (100/bx) | 3 | box | | |
| 157 | TRUEtest Test Strips (50/bx) | 3 | box | | |
| 158 | Ventilation Circuits | 5 | each | | |
| 159 | Vial Access Cannula (100/bx) | 2 | box | | |

Bidder: _____ Date: _____