



State of West Virginia
 Department of Administration
 Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

Request for Quotation

RFQ NUMBER
 MEDSUP08

PAGE
 1

ADDRESS CORRESPONDENCE TO ATTENTION OF
 JO ANN ADKINS
 304-558-8802

RFQ COPY
 TYPE NAME/ADDRESS HERE

VENDOR

SHIP TO

ALL STATE AGENCIES
 AND POLITICAL SUBDIVISIONS
 VARIOUS LOCALES AS INDICATED
 BY ORDER

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
06/29/2007				

BID OPENING DATE: 08/14/2007 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	EA		475-00-99-001		
MEDICAL SUPPLIES REQUEST FOR QUOTATION THE PURCHASING DIVISION IS SOLICITING BIDS FOR A BLANKET OPEN-END STATEWIDE CONTRACT TO FURNISH MEDICAL SUPPLIES TO ALL WEST VIRGINIA STATE AGENCIES AND POLITICAL SUBDIVISIONS. ***** MANDATORY PRE-BID: A MANDATORY PRE-BID MEETING SHALL BE HELD ON JULY 19, 2007 AT 10:00AM. THE MEETING WILL BE HELD IN THE PURCHASING DIVISION CONFERENCE ROOM, LOCATED AT 2019 WASHINGTON STREET, EAST, CHARLESTON, WV 25305 (CAPITOL COMPLEX, BUILDING 15). ANY VENDOR WHO WISHES TO BID ON THIS CONTRACT MUST BE REPRESENTED AT THIS MEETING. FAILURE TO ATTEND THE PRE-BID CONFERENCE SHALL DISQUALIFY A VENDOR FROM BIDDING ON THIS CONTRACT. NO PERSON CAN REPRESENT MORE THAN ONE BIDDER. INQUIRIES WRITTEN QUESTIONS SHALL BE ACCEPTED THROUGH CLOSE OF BUSINESS ON MONDAY, JULY 16, 2007. QUESTIONS MAY BE SENT VIA USPS, FAX, COURIER OR EMAIL. IN ORDER TO ASSURE NO VENDOR RECEIVES AN UNFAIR ADVANTAGE, NO SUBSTANTIVE QUESTIONS WILL BE ANSWERED ORALLY. IF POSSIBLE, E-MAIL QUESTIONS ARE PREFERRED. ADDRESS INQUIRIES TO: JO ANN ADKINS						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE	DATE
TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

**GENERAL TERMS & CONDITIONS
REQUEST FOR QUOTATION (RFQ) AND REQUEST FOR PROPOSAL (RFP)**

1. Awards will be made in the best interest of the State of West Virginia.
2. The State may accept or reject in part, or in whole, any bid.
3. All quotations are governed by the *West Virginia Code* and the *Legislative Rules* of the Purchasing Division.
4. Prior to any award, the apparent successful vendor must be properly registered with the Purchasing Division and have paid the required \$125.00 registration fee.
5. All services performed or goods delivered under State Purchase Orders/Contracts are to be continued for the term of the Purchase Order/Contract, contingent upon funds being appropriated by the Legislature or otherwise being made available. In the event funds are not appropriated or otherwise available for these services or goods, this Purchase Order/Contract becomes void and of no effect after June 30.
6. Payment may only be made after the delivery and acceptance of goods or services.
7. Interest may be paid for late payment in accordance with the *West Virginia Code*.
8. Vendor preference will be granted upon written request in accordance with the *West Virginia Code*.
9. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.
10. The Director of Purchasing may cancel any Purchase Order/Contract upon 30 days written notice to the seller.
11. The laws of the State of West Virginia and the *Legislative Rules* of the Purchasing Division shall govern all rights and duties under the Contract, including without limitation the validity of this Purchase Order/Contract.
12. Any reference to automatic renewal is hereby deleted. The Contract may be renewed only upon mutual written agreement of the parties.
13. **BANKRUPTCY:** In the event the vendor/contractor files for bankruptcy protection, this contract is automatically null and void, and is terminated without further order.
14. **HIPAA Business Associate Addendum** - The West Virginia State Government HIPAA Business Associate Addendum (BAA), approved by the Attorney General, and available online at the Purchasing Division's web site (<http://www.state.wv.us/admin/purchase/vrc/hipaa.htm>) is hereby made part of the agreement. Provided that, the Agency meets the definition of a Covered Entity (45 CFR §160.103) and will be disclosing Protected Health Information (45 CFR §160.103) to the vendor.

INSTRUCTIONS TO BIDDERS

1. Use the quotation forms provided by the Purchasing Division.
2. **SPECIFICATIONS:** Items offered must be in compliance with the specifications. Any deviation from the specifications must be clearly indicated by the bidder. Alternates offered by the bidder as **EQUAL** to the specifications must be clearly defined. A bidder offering an alternate should attach complete specifications and literature to the bid. The Purchasing Division may waive minor deviations to specifications.
3. Complete all sections of the quotation form.
4. Unit prices shall prevail in cases of discrepancy.
5. All quotations are considered F.O.B. destination unless alternate shipping terms are clearly identified in the quotation.
6. **BID SUBMISSION:** All quotations must be delivered by the bidder to the office listed below prior to the date and time of the bid opening. Failure of the bidder to deliver the quotations on time will result in bid disqualifications.

SIGNED BID TO:

Department of Administration
Purchasing Division
2019 Washington Street East
Post Office Box 50130
Charleston, WV 25305-0130



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DEPARTMENT OF ADMINISTRATION PURCHASING DIVISION 2019 WASHINGTON ST. E. CHARLESTON, WV 25305 FAX: 304-558-4115 E-MAIL: JOADKINS@WVADMIN.GOV						
WILL **NOT** INCLUDE INCONTINENCE PRODUCTS						
EXHIBIT 3						
LIFE OF CONTRACT: THIS CONTRACT BECOMES EFFECTIVE ON AND EXTENDS FOR A PERIOD OF ONE (1) YEAR OR UNTIL SUCH "REASONABLE TIME" THEREAFTER AS IS NECESSARY TO OBTAIN A NEW CONTRACT OR RENEW THE ORIGINAL CONTRACT. THE "REASONABLE TIME" PERIOD SHALL NOT EXCEED TWELVE (12) MONTHS. DURING THIS "REASONABLE TIME" THE VENDOR MAY TERMINATE THIS CONTRACT FOR ANY REASON UPON GIVING THE DIRECTOR OF PURCHASING 30 DAYS WRITTEN NOTICE.						
UNLESS SPECIFIC PROVISIONS ARE STIPULATED ELSEWHERE IN THIS CONTRACT DOCUMENT, THE TERMS, CONDITIONS AND PRICING SET HEREIN ARE FIRM FOR THE LIFE OF THE CONTRACT.						
RENEWAL: THIS CONTRACT MAY BE RENEWED UPON THE MUTUAL WRITTEN CONSENT OF THE SPENDING UNIT AND VENDOR, SUBMITTED TO THE DIRECTOR OF PURCHASING THIRTY (30) DAYS PRIOR TO THE EXPIRATION DATE. SUCH RENEWAL SHALL BE IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE ORIGINAL CONTRACT AND SHALL BE LIMITED TO TWO (2) ONE (1) YEAR PERIODS.						

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<p>CANCELLATION: THE DIRECTOR OF PURCHASING RESERVES THE RIGHT TO CANCEL THIS CONTRACT IMMEDIATELY UPON WRITTEN NOTICE TO THE VENDOR IF THE COMMODITIES AND/OR SERVICES SUPPLIED ARE OF AN INFERIOR QUALITY OR DO NOT CONFORM TO THE SPECIFICATIONS OF THE BID AND CONTRACT HEREIN.</p> <p>OPEN MARKET CLAUSE: THE DIRECTOR OF PURCHASING MAY AUTHORIZE A SPENDING UNIT TO PURCHASE ON THE OPEN MARKET, WITHOUT THE FILING OF A REQUISITION OR COST ESTIMATE, ITEMS SPECIFIED ON THIS CONTRACT FOR IMMEDIATE DELIVERY IN EMERGENCIES DUE TO UNFORESEEN CAUSES (INCLUDING BUT NOT LIMITED TO DELAYS IN TRANSPORTATION OR AN UNANTICIPATED INCREASE IN THE VOLUME OF WORK.)</p> <p>QUANTITIES: QUANTITIES LISTED IN THE REQUISITION ARE APPROXIMATIONS ONLY, BASED ON ESTIMATES SUPPLIED BY THE STATE SPENDING UNIT. IT IS UNDERSTOOD AND AGREED THAT THE CONTRACT SHALL COVER THE QUANTITIES ACTUALLY ORDERED FOR DELIVERY DURING THE TERM OF THE CONTRACT, WHETHER MORE OR LESS THAN THE QUANTITIES SHOWN.</p> <p>ORDERING PROCEDURE: SPENDING UNIT(S) SHALL ISSUE A WRITTEN STATE CONTRACT ORDER (FORM NUMBER WV-39) TO THE VENDOR FOR COMMODITIES COVERED BY THIS CONTRACT. THE ORIGINAL COPY OF THE WV-39 SHALL BE MAILED TO THE VENDOR AS AUTHORIZATION FOR SHIPMENT, A SECOND COPY MAILED TO THE PURCHASING DIVISION, AND A THIRD COPY RETAINED BY THE SPENDING UNIT.</p> <p>BANKRUPTCY: IN THE EVENT THE VENDOR/CONTRACTOR FILES FOR BANKRUPTCY PROTECTION, THIS CONTRACT IS AUTOMATICALLY NULL AND VOID, AND IS TERMINATED WITHOUT FURTHER ORDER.</p> <p>THE TERMS AND CONDITIONS CONTAINED IN THIS CONTRACT SHALL SUPERSEDE ANY AND ALL SUBSEQUENT TERMS AND</p>						

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<p>CONDITIONS WHICH MAY APPEAR ON ANY ATTACHED PRINTED DOCUMENTS SUCH AS PRICE LISTS, ORDER FORMS, SALES AGREEMENTS OR MAINTENANCE AGREEMENTS, INCLUDING ANY ELECTRONIC MEDIUM SUCH AS CD-ROM.</p> <p>REV. 04/11/2001</p> <p>PURCHASING CARD ACCEPTANCE: THE STATE OF WEST VIRGINIA CURRENTLY UTILIZES A VISA PURCHASING CARD PROGRAM WHICH IS ISSUED THROUGH A BANK. THE SUCCESSFUL VENDOR MUST ACCEPT THE STATE OF WEST VIRGINIA VISA PURCHASING CARD FOR PAYMENT OF ALL ORDERS PLACED BY ANY STATE AGENCY FOR ORDERS THAT ARE LESS THAN \$2,500 AS A CONDITION OF AWARD.</p> <p>VENDOR PREFERENCE CERTIFICATE</p> <p>CERTIFICATION AND APPLICATION* IS HEREBY MADE FOR PREFERENCE IN ACCORDANCE WITH WEST VIRGINIA CODE, 5A-3-37 (DOES NOT APPLY TO CONSTRUCTION CONTRACTS).</p> <p>A. APPLICATION IS MADE FOR 2.5% PREFERENCE FOR THE REASON CHECKED:</p> <p>() BIDDER IS AN INDIVIDUAL RESIDENT VENDOR AND HAS RESIDED CONTINUOUSLY IN WEST VIRGINIA FOR FOUR (4) YEARS IMMEDIATELY PRECEDING THE DATE OF THIS CERTIFICATION; OR</p> <p>() BIDDER IS A PARTNERSHIP, ASSOCIATION OR CORPORATION RESIDENT VENDOR AND HAS MAINTAINED ITS HEAD-QUARTERS OR PRINCIPAL PLACE OF BUSINESS CONTINUOUSLY IN WEST VIRGINIA FOR FOUR (4) YEARS IMMEDIATELY PRECEDING</p>						

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<p>THE DATE OF THIS CERTIFICATION; OR 80% OF THE OWNERSHIP INTEREST OF BIDDER IS HELD BY ANOTHER INDIVIDUAL, PARTNERSHIP, ASSOCIATION OR CORPORATION RESIDENT VENDOR WHO HAS MAINTAINED ITS HEADQUARTERS OR PRINCIPAL PLACE OF BUSINESS CONTINUOUSLY IN WEST VIRGINIA FOR FOUR (4) YEARS IMMEDIATELY PRECEDING THE DATE OF THIS CERTIFICATION; OR</p> <p>() BIDDER IS A CORPORATION NONRESIDENT VENDOR WHICH HAS AN AFFILIATE OR SUBSIDIARY WHICH EMPLOYS A MINIMUM OF ONE HUNDRED STATE RESIDENTS AND WHICH HAS MAINTAINED ITS HEADQUARTERS OR PRINCIPAL PLACE OF BUSINESS WITHIN WEST VIRGINIA CONTINUOUSLY FOR THE FOUR (4) YEARS IMMEDIATELY PRECEDING THE DATE OF THIS CERTIFICATION.</p> <p>B. APPLICATION IS MADE FOR 2.5% PREFERENCE FOR THE REASON CHECKED:</p> <p>() BIDDER IS A RESIDENT VENDOR WHO CERTIFIES THAT, DURING THE LIFE OF THE CONTRACT, ON AVERAGE AT LEAST 75% OF THE EMPLOYEES WORKING ON THE PROJECT BEING BID ARE RESIDENTS OF WEST VIRGINIA WHO HAVE RESIDED IN THE STATE CONTINUOUSLY FOR THE TWO YEARS IMMEDIATELY PRECEDING SUBMISSION OF THIS BID;</p> <p>OR</p> <p>() BIDDER IS A NONRESIDENT VENDOR EMPLOYING A MINIMUM OF ONE HUNDRED STATE RESIDENTS OR IS A NONRESIDENT VENDOR WITH AN AFFILIATE OR SUBSIDIARY WHICH MAINTAINS ITS HEADQUARTERS OR PRINCIPAL PLACE OF BUSINESS WITHIN WEST VIRGINIA EMPLOYING A MINIMUM OF ONE HUNDRED STATE RESIDENTS WHO CERTIFIES THAT, DURING THE LIFE OF THE CONTRACT, ON AVERAGE AT LEAST 75% OF THE EMPLOYEES OR BIDDERS' AFFILIATE'S OR SUBSIDIARY'S EMPLOYEES ARE RESIDENTS OF WEST VIRGINIA WHO HAVE RESIDED IN THE STATE CONTINUOUSLY FOR THE TWO</p>						

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<p>YEARS IMMEDIATELY PRECEDING SUBMISSION OF THIS BID.</p> <p>BIDDER UNDERSTANDS IF THE SECRETARY OF TAX & REVENUE DETERMINES THAT A BIDDER RECEIVING PREFERENCE HAS FAILED TO CONTINUE TO MEET THE REQUIREMENTS FOR SUCH PREFERENCE, THE SECRETARY MAY ORDER THE DIRECTOR OF BIDDER HAS PAID THE REQUIRED BUSINESS TAXES, PROVIDED THAT SUCH INFORMATION DOES NOT CONTAIN THE AMOUNTS OF TAXES PAID NOR ANY OTHER INFORMATION DEEMED BY THE TAX COMMISSIONER TO BE CONFIDENTIAL.</p> <p>UNDER PENALTY OF LAW FOR FALSE SWEARING (WEST VIRGINIA CODE 61-5-3), BIDDER HEREBY CERTIFIES THAT THIS CERTIFICATE IS TRUE AND ACCURATE IN ALL RESPECTS; AND THAT IF A CONTRACT IS ISSUED TO BIDDER AND IF ANYTHING CONTAINED WITHIN THIS CERTIFICATE CHANGES DURING THE TERM OF THE CONTRACT, BIDDER WILL NOTIFY THE PURCHASING DIVISION IN WRITING IMMEDIATELY.</p> <p>BIDDER: -----</p> <p>DATE: -----</p> <p>SIGNED: -----</p> <p>TITLE: -----</p> <p>* CHECK ANY COMBINATION OF PREFERENCE CONSIDERATION(S) IN EITHER "A" OR "B", OR BOTH "A" AND "B" WHICH YOU ARE ENTITLED TO RECEIVE. YOU MAY REQUEST UP TO THE MAXIMUM 5% PREFERENCE FOR BOTH "A" AND "B". (REV. 12/00)</p>						

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NOTICE						
A SIGNED BID MUST BE SUBMITTED TO:						
DEPARTMENT OF ADMINISTRATION PURCHASING DIVISION BUILDING 15 2019 WASHINGTON STREET, EAST CHARLESTON, WV 25305-0130						
THE BID SHOULD CONTAIN THIS INFORMATION ON THE FACE OF THE ENVELOPE OR THE BID MAY NOT BE CONSIDERED:						
SEALED BID						
BUYER:					FILE	42
RFQ. NO.:					MEDSUP08	
BID OPENING DATE:					08/14/2007	
BID OPENING TIME:					1:30 PM	
PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR BID:						

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CONTACT PERSON (PLEASE PRINT CLEARLY):						

***** THIS IS THE END OF RFQ MEDSUP08 ***** TOTAL: _____						

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MEDSUP08 Specifications

SCOPE

Products to be provided under this contract shall be all types of medical supplies, bandages, hospital care products, personal care products, etc. Vendors may bid one or more catalogs to supply these products. We plan to make a single award; however, we always reserve the right to award multiple contracts if it is deemed to be in the best interests of the State of West Virginia. Contract(s) awarded shall be based on discount from list.

Mandatory Pre-Bid Meeting

A mandatory pre-bid meeting shall be held on July 19, 2007, at 10:00 a.m. The meeting will be held in the Purchasing Division Conference Room located at 2019 Washington Street, East (Capitol Complex - Building 15), Charleston, WV 25305. Any vendor who wishes to bid on this contract must be represented at this meeting. Failure to attend the mandatory pre-bid conference shall disqualify a vendor from bidding on this contract. No person can represent more than one bidder.

The State reserves the right to utilize inter-state agreements, such as the WSCA (Western States Contracting Alliance), GSA, MMCAP to purchase medical supplies outside of the terms and conditions of any contract resulting from an award to the RFQ, pursuant to West Virginia Code, Section §5A-3-19.

Questions

Written questions shall be accepted through close of business on Thursday, July 13, 2007. Written questions may be sent via USPS, fax, courier, hand delivered, or e-mail. E-mail questions are preferred. Send questions to:

Jo Ann Adkins
Department of Administration
Purchasing Division
2019 Washington Street, East
Charleston, WV 25305
Fax: 304-558-4115
Email: joadkins@wvadmin.gov

General Information

1. All products bid, furnished and delivered must be listed in a current catalog(s) that contains product lines broad enough to meet the needs of the State of West Virginia. Each item bid on the pricing page from the catalog must be identified by a reference number.

MEDSUP08 Specifications

2. Vendor shall quote a percentage discount from the lowest price listed in the price list(s)/catalogs submitted. The state prefers a single percentage discount from the price list / categories, but will consider bids containing different percentage discounts for different brands, lists or categories of supplies. Vendors **MAY** submit alternate bids using a separate or additional catalog(s). All items in the discount category must have the exact same discount. (For example, if a personal care product on the pricing page has a discount of 40%, EVERY personal care product sold must have the 40 % discount.) Bids must plainly and clearly indicate the different classes of products with percentage discount for each. Bids that are not clearly identified, by easily identified classes, may be disqualified. Bids that have multiple discounts by category **MUST** list a discount for a miscellaneous category that would be applied to any product not identified by a category discount shown. For evaluation purposes, an estimate of quantity has been inserted to give the miscellaneous category a value in the bid evaluation. **NOTE:** The category discount must be for all items in that category. Bidders shall not offer greater discounts for items on the pricing pages than the category discount offered for that item.

Bidders should mark the items in the catalogs that appear on the pricing pages, to assist in the evaluation and verification of the bids. Vendors are requested to type the pricing pages. This is an excel document and will be available electronically after the mandatory pre-bid. Failure to indicate the minimum order quantity on the pricing sheets shall require the vendor to ship any quantity of that product ordered, regardless of size.

3. Bidders must attach current catalog/price list to their bid. The discount shall be taken from the lowest price column in the price list. The percentage discount shall be indicated for each list/category, etc. If multiple percentage discounts are bid, the bidder must clearly indicate which list, category, or brand to which the percentage applies. If any discrepancies exist in the prices and the bid schedule and the actual price list and percentage discount bid, the actual price list and percentage bid shall prevail and be corrected by the buyer for evaluation purposes. This catalog(s)/price list(s) will be used with any resulting contract. Vendors are requested to type the pricing pages.
4. Successful vendor shall provide catalogs/price lists, at no charge, upon request to various state agencies. Additional price lists/catalogs may be required from the vendor at any time. These shall be provided at no cost to the State. State agencies may obtain the catalogs/price lists by contacting the contract coordinator.
5. Bidders shall complete the pricing on "MEDICAL08 Pricing Pages". Bidders should complete all columns and information requested. This is a

MEDSUP08 Specifications

- list of items anticipated to be purchased. Quantities for each item represent the approximate volume of anticipated purchases. No future use of contract is guaranteed or implied. The discount rate must be extended to all items found and ordered from the price list. The "unit price" must be the final price that will be charged to the State of West Virginia.
6. The lowest cost, most complete, bid shall be awarded a contract. The discount from list shall remain the same during the entire contract period, including any renewals. The contract awarded shall be based on the entire contract; exceptions are items that are covered by other specific contracts, such as incontinent products, latex gloves and lab supplies are specifically excluded from MEDSUP08 contract.
 7. The catalog/price list may be updated at renewal. If the Purchasing Division extends the offer to renew and the new catalogs have significant price increases, Purchasing may decline and re-bid the commodity.
 8. Amount is shown for informational purposes only and is not to be construed as a guarantee of any future contract usage.
 9. Orders shall be delivered within five (5) working days after orders are received. Spending unit must be advised in writing if orders will be delayed for any reason. Contractor shall carry an adequate stock to insure such delivery service for the duration of the contract.
 10. All deliveries must be made during normal working hours for the delivery location. All shipments of products requiring a material safety data sheet (MSDS) shall include a MSDS included with the product.
 11. All bids are to be quoted as F.O.B. destination to any West Virginia location. The minimum order for prepaid shipping to one, in-state destination shall be \$200.00. For orders less than \$200.00, transportation charges (if any) will be invoiced as a separate charge with the original freight bill attached to the invoice. Agencies may make purchases that fall under the \$200.00 limit at a local source to avoid the delivery charges. Note: Stringing orders to circumvent purchasing regulations is expressly prohibited.
 12. All items must have a current manufacture's date. Items received by an agency that has an expiration date within 180 days of receipt, will not be accepted and returned to the vendor for replacement or credit.
 13. Verification of product quality is the responsibility of the vendor. The State of West Virginia may require certified mail test data, certifications or

MEDSUP08 Specifications

samples for testing of material bid. All costs of test samples shall be borne by the vendor as well as freight costs to and from the agency.

14. The successful bidder shall not substitute any other brand of products from those awarded, nor sell any additional items under their contract not specifically covered herein, without prior written permission of the Purchasing Division.
15. All products must be highly efficient and effective in the performance of the tasks for which the product is intended to be used.
16. Bidders must be a manufacturer or a regular stocking licensed dealer for the products offered at the time of the bid.
17. Successful vendor shall provide quarterly reports and annual summaries showing the quantities, dollar value and agencies (including political subdivisions) which have used this contract. Successful vendor shall also be able to provide report showing the top 50 items purchased during the contract period. This report is mandatory and failure of the successful bidder to supply such reports may be grounds for cancellation of contract. Report is to be sent electronically to: joadkins@wvadmin.gov.
18. Nonconforming products and materials shall be returned to the vendor at no expense to the State of West Virginia at any time during the life of this contract.
19. Internet Access – Vendor should be able to provide internet ordering access. If vendor has such capabilities, this should be so noted in their quotation and describe the process for setting up such ordering for state agencies.

Reminders to Bidders:

Prior to submitting bids, bidders are cautioned to comply with all mandatory bid requirements.

Bidders shall quote a single discount from price list for all items or shall quote a discount from list by category. If multiple category discounts are given, bidders **MUST** offer a “miscellaneous” discount category for all items that may not be included in the category discount list.

Include dated and numbered catalog/price list(s) – Two Sets

MEDSUP08 Specifications

Complete the Pricing Pages – including the name and other requested information on the contract coordinator to respond to agency inquiries on using the contract.

If the price list makes reference to prices being subject to change, those terms are null and void. All price changes shall be in accordance with Paragraph 7.

Samples **MAY** be requested during the bid evaluation. Samples shall be received within seven days after request is made and at no cost to the State of West Virginia.

MEDSUP08 - PRICING PAGE

VENDORS SHOULD COMPLETE ALL COLUMNS																		
Item #	Description	Est. Qty	Equal To	Brand	Mfg. #	Size/Wt	Qty. per Pkg.	Min. Order Qty.	Brand Bid	Product #	List Unit Price	Discount %	Pkg. Qty. Bid	Unit Bid Price	Case Bid Price	Per Oz. Bid Price	Bid Total	
1. WOUND CARE PRODUCTS																		
1	Alginates - Dressings	5000	Kaltostat	Convatec - Bristol Myers	168210	2"X2"	10/box											
2	Alginates - Dressings	5000	Kaltostat	Convatec - Bristol Myers	168212	3"X4 3/4"	10/box											
3	Alginates - Dressings	5000	Fibracol Plus Collogen	Johnson & Johnson	2981	2"X2"	12/box											
4	Alginates - Dressings	5000	Fibracol Plus Collogen	Johnson & Johnson	2982	4"X4 3/8"	12/box											
5	Alginates - Dressings	5000	Promogran Matrix	Johnson & Johnson	PG019	19.1 sq. in.	10/box											
6	Compression - Bandages	10000	Setopress	Convatec - Bristol Myers	153505	4"X120"	1/box											
7	Compression - Bandages	10000	Surepress	Convatec - Bristol Myers	650947	4"X3.2 yds.	1/box											
8	Foam Dressings	5000	Lyfoam	Convatec - Bristol Myers	164855	4"X4"	20/box											
9	Foam Dressings	5000	Lyfoam	Convatec - Bristol Myers	165655	4"X4"	15/box											
10	Foam Dressings	5000	Tiele Hydropolymer Adhs.	Johnson & Johnson	MTL100	2 3/4"X3 1/2"	10/box											
11	Foam Dressings	5000	Tiele Hydropolymer Adhs.	Johnson & Johnson	MTL103	7"X7"	5/box											
12	Hydrocolloids	5000	AquaGel AG Hydrofiber	Convatec - Bristol Myers	403706	2"X2"	10/box											
13	Hydrocolloids	5000	AquaGel AG Hydrofiber	Convatec - Bristol Myers	403710	6"X6"	5/box											
14	NU-DERM	5000	Hydrocid. Wound Dressing	Johnson & Johnson	HCB102	2"X2"	20/tray											
15	NU-DERM	5000	Hydrocid. Wound Dressing	Johnson & Johnson	HCB107	3.15"X4 3/4"	10/tray											
16	Hydrogels	5000	NU-GEL Collagen	Johnson & Johnson	2489	30 gm. Tube	5/box											
17	Oil Impulsion	2500	Non-Adhesive Dressing	Kendall	6112	3"X3"	50/box											
18	Oil Impulsion	2500	Non-Adhesive Dressing	Kendall	6116	5"X9"	12/box											
19	Packing Strips	5000	NUGAUZE	Johnson & Johnson	8755	1/4"X5 yds.	12/cs											
20	Packing Strips	5000	NUGAUZE	Johnson & Johnson	8751	1/2"X5 yds.	12/cs											
21	Petrolatum Gauze	2500	ADAPTIC PG Non-Adherent	Johnson & Johnson	2045	1"X8"	50/box											
22	Petrolatum Gauze	2500	ADAPTIC PG Non-Adherent	Johnson & Johnson	2047	3"X9"	12/box											
23	Saline Dressings	5000	Curasalt	Kendall	3339	6"X6 3/4"	24/box											
24	Transparent Dressings	5000	BICLUSIVE Sterile	Johnson & Johnson	2474	1 3/4"X2 3/4"	100/box											
25	Transparent Dressings	5000	BICLUSIVE Sterile	Johnson & Johnson	2475	3"X4"	50/box											
26	Transparent Dressings	5000	BIOPATCH- Antimicrobial	Johnson & Johnson	2150	1" disc	10/box											
27	Wound Cleansers	10000	Sea-Cleans	Coloplast	1063	6 oz.	12/box											

MEDSUP08 - PRICING PAGE

VENDORS SHOULD COMPLETE ALL COLUMNS																	
Item #	Description	Est. Qty	Equal To	Brand	Mfg. #	Size/Wt	Qty. per Pkg.	Min. Order Qty.	Brand Bid	Product #	List Unit Price	Discount %	Pkg. Qty. Bid	Unit Bid Price	Case Bid Price	Per Oz. Bid Price	Bid Total
28	Wound Cleansers	10000	Optipore Sponge	Convatec - Bristol Myers	125199	-	25/cs										
29	Wound Cleansers	10000	SAF-CLENS AF	Convatec - Bristol Myers	159712	12 oz.	6/cs										
30	Xeroform Gauze	5000	ADAPTIC X - Non-Adherent	Johnson & Johnson	2006	1"X8"	50/box										
31	Xeroform Gauze	5000	ADAPTIC X - Non-Adherent	Johnson & Johnson	2007	5"X9"	50/box										
32	ABD Pads	2500	Sterile	Kendall	7196	5"X9"	20/tray										
33	ABD Pads	2500	Sterile	Kendall	7198	8"X10"	16/tray										
34	Antimicrobial Dressings	2500	Excilon AMD	Kendall	7089	2"X2"	70/tray										
35	Antimicrobial Dressings	2500	Excilon AMD	Kendall	7088	4"X4"	50/tray										
36	Bandage Wraps	10000	3M Coban-Self-Adherent	3M HealthCare	1581	1"X5" yds.	30/box										
37	Bandage Wraps	10000	3M Coban-Self-Adherent	3M HealthCare	1583	3"X5" yds.	24/box										
38	Composite Dressings	2500	Covadern	DeRoyal	46-001	4"X4"	25/box										
39	Composite Dressings	2500	Covadern	DeRoyal	46-002	4"X6"	25/box										
40	Cover Dressings	5000	Medipore Soft Cloth Tape, etc.	3M HealthCare	2954	3 7/8"X4 5/8"	25/box										
41	Cover Dressings	5000	Medipore Soft Cloth Tape, etc.	3M HealthCare	2956	5 7/8"X5 7/8"	25/box										
42	Gauze Sponges	5000	Curex Sponge	Kendall	7770	2"X2"	100/box										
43	Gauze Sponges	5000	Curex Sponge	Kendall	7772	4"X4"	50/box										
44	Tape - Clear	10000	Transpore	3M HealthCare	1527-2	2"X10 yds.	6 rl/box										
45	Tape - Clear	10000	Transpore	3M HealthCare	1527-3	3"X10 yds.	4 rl/box										
46	Tape - Cloth	10000	Medipore	3M HealthCare	2962	2"X10 yds.	12/cs.										
47	Tape - Cloth	10000	Medipore	3M HealthCare	2964	4"X10 yds.	12/cs.										
48	Tape - Paper	5000	Microfoam	3M HealthCare	1530-1	1"X10 yds.	12 rl/box										
49	Tape - Paper	5000	Microfoam	3M HealthCare	1530-2	2"X10 yds.	6 rl/box										
50	Tape - Retention	5000	Microfoam	3M HealthCare	1528-2	2"X5 1/2 yds.	6 rl/box										
PERSONAL CARE PRODUCTS																	
51	Anti-Embolism Stockings	5000	TED Knee Length	Kendall	7071	Small	12 pr/box										
52	Anti-Embolism Stockings	5000	TED Knee Length	Kendall	7115	Medium	12 pr/box										
53	Anti-Embolism Stockings	5000	TED Knee Length	Kendall	7203	Large	12 pr/box										
54	Anti-Embolism Stockings	5000	TED Thigh Length	Kendall	3130	Small	6 pr/box										
55	Anti-Embolism Stockings	5000	TED Thigh Length	Kendall	3416	Medium	6 pr/box										
56	Anti-Embolism Stockings	5000	TED Thigh Length	Kendall	3728	Large	6 pr/box										
57	Deodorants	5000	Dial Lady Speed Stick	Colgate	96308	1.5 oz	12/cs.										
58	Deodorants	5000	Mennen Speed Stick	Colgate	95008	2.0 oz.	12/cs.										
59	2 Ply Facial Tissue	10000	Preference Near Premium	Georgia Pacific	48100	7.63"X9"	100/box										

MEDSUP08 - PRICING PAGE

VENDORS SHOULD COMPLETE ALL COLUMNS																	
Item #	Description	Est. Qty	Equal To	Brand	Mfg. #	Size/Wt	Qty. per Pkg.	Min. Order Qty.	Brand Bid	Product #	List Unit Price	Discount %	Pkg. Qty. Bid	Unit Bid Price	Case Bid Price	Per Oz. Bid Price	Bid Total
60	Economy Unbreakable Comb	2500	1/2 narrow combs- 1/2 wide combs	N/A	N/A	5"	Ea.										
61	Lotions & Creams	5000	Provon	Provon	4231-24	4 oz.	24/cs.										
62	Lotions & Creams	5000	Provon	Provon	4232-12	12 oz.	12/cs.										
63	Lotions & Creams	2500	Provon	Provon	4236-04	1 Gal.	4/cs.										
64	Oral Care	10000	Toothpaste - Cavity protection	Colgate	50200	.85 oz.	48/cs.										
65	Oral Care	5000	Toothpaste - Cavity protection	Colgate	50500	2.7 oz.	36/cs.										
66	Oral Care	10000	Toothbrush - Med. Stiffness	N/A	N/A	Adult	Ea.										
67	Oral Care	5000	Toothbrush - Soft Stiffness	N/A	N/A	Adult	Ea.										
68	Oral Care	5000	Toothbrush - Soft Stiffness	N/A	N/A	Child	Ea.										
69	Oral Care	10000	Alcohol-Free Mint Mouthwash	Antibacterial	N/A	4oz.	Ea.										
70	Oral Care	10000	Toothette Swabs w/Mint Dentifrice Cleaner	Sage Products	5602	N/A	250/box										
71	Oral Care	5000	Efferdent Denture Effervescent Denture Cleaner	Pfizer	63639	Tablets	90 tb/box										
72	Oral Care	5000	Efferdent Denture Adhesive Cream	Pfizer	63965	2.5 oz.	12/cs.										
73	Powders	10000	Baby Powder	Donovan Industries	BP35	4 oz.	48/cs.										
74	Powders	10000	Baby Powder w/Comstarch	Donovan Industries	BP35C	3.5 oz.	48/cs.										
75	Shaving Products	5000	Razor Persona Twin Blade	American safety Razor	75-0022	Std. Wt.	Ea.										
76	Shaving Products	5000	Shave Cream w/Aloe	Colgate	84912	11 oz.	12/cs.										
77	Tongue Blades	10000	Sterile Tongue Blades	GS Select	22-9598	Std. Size	100/box										
78	Hand Disinfectants	5000	Provon Lotion Soap - Antimicrobial	Provon	2118-08	1000 ml.	8/cs.										
79	Hand Disinfectants	5000	Provon Lotion Soap - Antimicrobial	Provon	4216-04	Pour Gallon	4/cs.										
80	Hand Disinfectant - Dispenser	10000	Dispenser	Provon	4022-12	1000 ml.	10/cs.										
81	Hand Sanitizers	5000	Prevcare Antimicrobial Hand Gel	Johnson & Johnson	37008	8 oz.	24/cs.										
82	Hand Sanitizers	5000	Prevcare Antimicrobial Hand Gel	Johnson & Johnson	37432	32 oz.	6/cs.										
83	Personal Protection	5000	Surgical Masks	3M Health Care	1800+	One Size	50/box										
84	Personal Protection	5000	Surgical Masks w/respirator	3M Health Care	1860	One Size	20/box										

MEDSUP08 - PRICING PAGE

VENDORS SHOULD COMPLETE ALL COLUMNS																	
Item #	Description	Est. Qty	Equal To	Brand	Mfg. #	Size/Wt	Qty. per Pkg.	Min. Order Qty.	Brand Bid	Product #	List Unit Price	Discount %	Pkg. Qty. Bid	Unit Bid Price	Case Bid Price	Per Oz. Bid Price	Bid Total
85	Personal Protection	5000	Bouffant Cap - Blue	GS Select	43320	24"	100/box										
86	Personal Protection	5000	Isolation Gown - Fluid Impervious	GS Select	46533	One Size	50/cs.										
87	Personal Protection	5000	Shoe Covers - Uni-size	GS Select	46502	Uni-Size	50pr./box										
88	Alcohol - Bottle	1000	N/A	N/A	N/A	12 oz.	24/cs.										
89	Alcohol Prep Pads	100	N/A	N/A	N/A	N/A	Case										
IV	FIRST AID KITS																
90	Basic First Aid Kit	2500	Commercial	N/A	N/A	Min. 200 Items	Min. 200										
91	Advanced First Aid Kit	2500	Commercial	N/A	N/A	Min. 500 Items	Min. 500										
92	Basic First Aid Kit	2500	Car / Home / Office	N/A	N/A	Min. 150 Items	Min. 150										
93	Mini First Aid Kit	2500	Individual Use - Post	N/A	N/A	Min. 25 Items	Min. 25										
V	BABY CARE PRODUCTS																
94	Lotions & Creams	5000	Rash Cream	N/A	N/A	4 oz.	72/cs.										
95	Lotions & Creams	5000	Baby Lotion - Pink	Apicare	82-7234	4 oz.	72/cs.										
96	Lotions & Creams	5000	Hand & Body	Apicare	82-7904	4 oz.	72/cs.										
97	Disposable wipes	2000	N/A	N/A	#Q34540	Box	12/cs										
VI	EYE CARE																
97	Vision Care	5000	Eye Wash	N/A	N/A	8 oz.	12/box										
98	Vision Care	5000	Saline Solution	N/A	N/A	8 oz.	12/box										
99	Vision Care	5000	Patch	N/A	N/A	2-3"	24/box										
VII	OVER THE COUNTER MEDICATIONS																
100	Pain Reliever/Fever Reducers	10000	Pain Relievers / Fev	N/A	N/A	2pk	50/box										
101	Cold & Allergy	10000	Cold & Allergy	N/A	N/A	2pk	50/box										
102	Antihistamines	10000	Antihistamines	N/A	N/A	2pk	50/box										
VIII	EKG/CATH/CRUTCHES/MISC.																
103	Microfill Strips	200	Microfill Strips	Ascensia	#7090	-	Specify/Box										
104	Adult EKG Electrode	800	EKG Electrodes	#ES82650	#ES82650	-	Specify/Pk.										
105	EKG Thermal Paper	100	EKG Thermal Paper	#30015682	#30015682	-	Specify/Box										
106	Cartheter	200	Foley 20FR 5 CC	Foley	#1621	-	Ea.										
107	Cartheter I.V. 22 Ga X 1"	80	N/A	Foley	#3050	-	Specify/Box										
108	Cervical Collar	200	Cervical Collar	N/A	#0702-05	Large	Ea.										
109	Crutches - Adult	200	Crutches	N/A	#4860CA	Large	Pair										
110	Egg Crate Mattress	1000	Egg Crate Mattress	N/A	N/A	Hosplf. Bed	Ea.										
111	Exam Table Paper 20"	100	Exam Table Paper	N/A	N/A	20"	Specify/cs.										
112	Ear Probe Covers	300	Ear Probe Covers	Genius	#8884-8100	-	Specify/Box										
113	Catheter	100	22 Ga Catheter	Infilma	#383323	22Ga X 3/4"	Specify/Box										

MEDSUP08 - PRICING PAGE

VENDORS SHOULD COMPLETE ALL COLUMNS																		
Item #	Description	Est. Qty	Equal To	Brand	Mfg. #	Size/Wt	Qty. per Pkg.	Min. Order Qty.	Brand Bid	Product #	List Unit Price	Discount %	Pkg. Qty. Bid	Unit Bid Price	Case Bid Price	Per Oz. Bid Price	Bid Total	
114	Needle	500	Needle	N/A	#20503040	18 Ga X 1"	Specify/Box											
115	Slippers, Adult	700	Slippers	N/A	#9514	Adult Larg.	Ea.											
116	Splint, Ankle Landing Gear	100	Splint	N/A	#1740-00	N/A	Ea.											
117	Suture Removal Tray	700	Suture Removal Tra	N/A	#266000	N/A	Ea.											
118	Syringe 3cc Luer Lock	300	Syringe 3cc Luer	N/A	#513934	N/A	Specify/Box											
List Discount Percentages:																		
(Use additional sheets if needed for number of discount percentages being offered.)																		
	Category																	
	I WOUND CARE PRODUCTS																	
	II PERSONAL CARE PRODUCTS																	
	III INFECTION CONTROL																	
	IV FIRST AID KITS																	
	V BABY CARE PRODUCTS																	
	VI EYE CARE																	
	VII OVER THE COUNTER MEDICATIONS																	
	VIII EKG/CATH/CRUTCHES/MISC.																	
	Miscellaneous discount % X \$25,000 =																	
Vendors should complete the contract coordinator information below:																		
GRAND TOTAL																		

VENDOR NAME: _____ PHONE: _____
 CONTACT PERSON: _____ FAX: _____
 (Please print) EMAIL: _____
 AUTHORIZED REPRESENTATIVE: _____ (Date)
 (Signature)
 AUTHORIZED REPRESENTATIVE: _____ (Print)

STATE OF WEST VIRGINIA
Purchasing Division

PURCHASING AFFIDAVIT

West Virginia Code §5A-3-10a states: No contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and the debt owned is an amount greater than one thousand dollars in the aggregate

DEFINITIONS:

"Debt" means any assessment, premium, penalty, fine, tax or other amount of money owed to the state or any of its political subdivisions because of a judgment, fine, permit violation, license assessment, defaulted workers' compensation premium, penalty or other assessment presently delinquent or due and required to be paid to the state or any of its political subdivisions, including any interest or additional penalties accrued thereon.

"Debtor" means any individual, corporation, partnership, association, limited liability company or any other form or business association owing a debt to the state or any of its political subdivisions. "Political subdivision" means any county commission; municipality; county board of education; any instrumentality established by a county or municipality; any separate corporation or instrumentality established by one or more counties or municipalities, as permitted by law; or any public body charged by law with the performance of a government function or whose jurisdiction is coextensive with one or more counties or municipalities. "Related party" means a party, whether an individual, corporation, partnership, association, limited liability company or any other form or business association or other entity whatsoever, related to any vendor by blood, marriage, ownership or contract through which the party has a relationship of ownership or other interest with the vendor so that the party will actually or by effect receive or control a portion of the benefit, profit or other consideration from performance of a vendor contract with the party receiving an amount that meets or exceed five percent of the total contract amount.

EXCEPTION: The prohibition of this section does not apply where a vendor has contested any tax administered pursuant to chapter eleven of this code, workers' compensation premium, permit fee or environmental fee or assessment and the matter has not become final or where the vendor has entered into a payment plan or agreement and the vendor is not in default of any of the provisions of such plan or agreement.

LICENSING: Vendors must be licensed and in good standing in accordance with any and all state and local laws and requirements by any state or local agency of West Virginia, including, but not limited to, the West Virginia Secretary of State's Office, the West Virginia Tax Department, West Virginia Insurance Commission, or any other state agencies or political subdivision. Furthermore, the vendor must provide all necessary releases to obtain information to enable the Director or spending unit to verify that the vendor is licensed and in good standing with the above entities.

CONFIDENTIALITY: The vendor agrees that he or she will not disclose to anyone, directly or indirectly, any such personally identifiable information or other confidential information gained from the agency, unless the individual who is the subject of the information consents to the disclosure in writing or the disclosure is made pursuant to the agency's policies, procedures and rules. Vendors should visit www.state.wv.us/admin/purchase/privacy for the Notice of Agency Confidentiality Policies.

Under penalty of law for false swearing (West Virginia Code, §61-5-3), it is hereby certified that the vendor acknowledges the information in this said affidavit and are in compliance with the requirements as stated.

Vendor's Name: _____

Authorized Signature: _____ Date: _____