

BID OPENING DATE AND TIME

ON: September 12, 2011

AT: 10:30 A.M.

BID NO. S2Z57610	PAGE 1 OF 97	INVITATION AND BID ADVERTISED	BIDDER MUST COMPLETE BELOW
This Invitation to Bid with your quotations must be received prior to the above cited bid opening date and time.		 BIDS MUST BE RETURNED TO CITY OF PHILADELPHIA PROCUREMENT DEPARTMENT MUNICIPAL SERVICES BLDG. 1401 JFK BLVD, ROOM 170A PHILADELPHIA, PA 19102-1685	BIDDER AGREES TO COMPLY WITH ALL CONDITIONS OF THIS BID. UNSIGNIED BIDS WILL NOT BE ACCEPTED.
DEPARTMENT VARIOUS DIVISION VARIOUS			NAME AND ADDRESS OF FIRM
AWARDED			Federal EIN/Social Security Number
DATE FOR THE PROCUREMENT COMMISSIONER			BUYER: L.Kugel S. Justice

TITLE OF BID **MEDICAL SUPPLIES**

Commerce Department-Office of Economic Development (OEO)
Anti-Discrimination Policy
Executive Order 02-05 – Bidder Requirements

This Invitation to Bid is issued under the Anti-Discrimination Policy described in the Mayor's Executive Order, policy and guidelines as attached. Specific instructions must be adhered to, and forms completed. Bidders are advised to review the instructions carefully. Failure to comply may disqualify the bidder. The specified ranges represent the percentage of Minority, Woman and Disabled participation that should be attained by the Bidder.

Participation Ranges

M-BE: 0 to 5%
 W-BE: BEST to EFFORTS
 DS-BE: BEST to EFFORTS

Any and all questions about Executive Order 02-05 and bidder compliance should be directed to the Commerce Department Office of Economic Opportunity (OEO) office at (215) 686- 6232.

BID QUESTIONS

All questions concerning this Invitation to Bid, including specifications and conditions, must be Presented prior to the bid opening date and time. Contact the Procurement Department, Public Information Center by calling (215) 686-4721, 686-4720, or 686-4719 with questions.

For City Use Only

BID SECURITY See Conditions of Bidding	MASTER BID SECURITY		CERTIFIED CHECK SUBMITTED WITH BID	
	<input type="checkbox"/> YES	<input type="checkbox"/> NO	AMOUNT	CHECK NUMBER

**CITY OF PHILADELPHIA
OFFICE OF ECONOMIC OPPORTUNITY
ANTIDISCRIMINATION POLICY- MINORITY, WOMAN AND DISABLED OWNED
BUSINESS ENTERPRISES
FORMS, INSTRUCTIONS AND SPECIAL CONTRACT PROVISIONS
(SEALED BID CONTRACTS)**

Under the authority of Executive Orders No. 02-05, as reauthorized, and 14-08, the City of Philadelphia has established an antidiscrimination policy ("Policy") relating to the participation of Minority (MBE), Woman (WBE) and Disabled (DSBE) Owned Business Enterprises in City contracts. Executive Order 14-08 disestablished the Minority Business Enterprise Council and transferred its administrative functions under Executive Order 02-05 to the Office of Economic Opportunity ("OEO").

The purpose of this Policy is to provide equal opportunity for all businesses and to assure that City funds are not used, directly or indirectly, to promote, reinforce or perpetuate discriminatory practices. The City is committed to fostering an environment in which all businesses are free to participate in business opportunities without the impediments of discrimination and participate in all City contracts on an equitable basis. In accordance with the contracting requirements of the City, the City's Policy is applicable to this Invitation and Bid (hereinafter, "Bid").

The Office of Economic Opportunity has approved the following projected ranges of participation for this Bid which serve as a guide in determining each bidder's responsibility:

MBE 0 to 5%
WBE BEST EFFORTS
DSBE BEST EFFORTS

These ranges represent the percentage of MBE, WBE, DBE¹ and/or DSBE (collectively, "M/W/DSBE") participation that should be attained by M/W/DSBEs from business opportunities existing in the available market absent discrimination in the solicitation and selection of these businesses. These ranges are based upon an analysis of factors such as the size and scope of the contract and the availability of certified M/W/DSBEs to perform various elements of the contract. The submission of a Solicitation For Participation and Commitment Form and any supporting documentation (more fully discussed below) is an element of responsiveness to the Bid and failure to submit the required information will result in rejection of your bid.

Bidder hereby verifies that all forms, information and documentation submitted to the OEO are true and correct and is notified that the submission of false information by Bidder is subject to the penalties of 18 Pa.C.S. Section 4904 relating to unsworn falsification to authorities. Bidder also acknowledges that if it is awarded a contract resulting from this Invitation and Bid, it is a felony in the third degree under 18 Pa.C.S. Section 4107.2(a)(4) if, in the course of this contract,

¹ "DBE" or "Disadvantaged Business Enterprise" means a socially and economically disadvantaged minority or woman owned business that is certified under 49 C.F.R. Part 26. If Bidder makes solicitation(s) and commitment(s) with a DBE, Bidder shall indicate which category, MBE or WBE, is submitted for credit.

it fraudulently obtains public moneys reserved for or allocated or available to minority business enterprises or women's business enterprises.

A. M/W/DSBE PARTICIPATION

1. MBE, WBE, DBE and DSBE shall refer to certified businesses so recognized by the City of Philadelphia through its OEO. Only the work or supply effort of firms that are certified as M/W/DSBEs by an OEO approved certifying agency² at the time of bid opening will be eligible to receive credit towards the participation ranges. In order to be counted, certified firms must successfully complete and submit to the OEO an application to be included in the OEO Registry which is a list of registered M/W/DSBEs maintained by the OEO and available online at www.phila.gov/oEO/directory.

If bidder or bidder's subcontractor(s) is certified by an approved certifying agency, a copy of that certification should be furnished with the bid.

2. No bidder that seeks to meet the participation range(s) for participation by entering into subcontracts with any M/W/DSBE subcontractor shall be considered to meet the range(s) if the M/W/DSBE subcontractor does not perform a commercially acceptable function ("CAF"). A M/W/DSBE is considered to perform a CAF when it engages in meaningful work or supply effort that provides for a distinct element of the subcontract (as required by the work to be performed in accordance with the Bid), where the distinct element is worthy of the dollar amount of the subcontract and where the M/W/DSBE carries out its responsibilities by actually performing, managing and supervising the work involved; M/W/DSBE subcontractors must perform at least twenty percent (20%) of the cost of the subcontract (not including the cost of materials, equipment or supplies incident to the performance of the subcontract) with their own employees. The OEO may evaluate the amount of work subcontracted, industry practices and any other relevant factors in determining whether the M/W/DSBE is performing a CAF. If it is determined during the review of your Solicitation and Commitment Form that the work described on the Form does not constitute a CAF, your bid may be rejected. For example, a Bidder using an M/W/DSBE non-stocking supplier (i.e., a firm that does not manufacture or warehouse the materials or equipment of the general character described by the Bid specifications and required under the contract) to furnish equipment or materials will only receive credit towards the participation ranges for the fees or commissions charged, not the entire value of the equipment or materials furnished.

3. In order to maximize opportunities for as many businesses as possible, a firm that is certified in two or more categories (e.g. MBE and WBE and DSBE or WBE and DSBE) will only be credited toward one participation range as either an MBE or WBE or DSBE. The firm will not be credited toward more than one category. Bidders will note with their submission which category, MBE or WBE or DSBE, is submitted for credit.

4. An MBE/WBE/DSBE submitting as the prime bidder is required, like all other bidders, to submit a bid that is responsive to the Policy and will only receive credit toward the relevant participation ranges (e.g., MBE range or WBE range or DSBE range) for the amount of its own work or supply effort on this Bid. In addition, the participation of an M/W/DSBE partner, as part of a joint venture created for this bid, may be credited

²A list of "OEO approved certifying agencies" can be found at www.phila.gov/oEO

towards the participation ranges only to the extent of the M/W/DSBE partner's ownership interest in the joint venture in accordance with the following criteria:

- The MBE, WBE or DSBE partner(s) must be identified in the OEO Registry prior to contract award;
- The M/W/DSBE partner(s) must derive substantial benefit from the arrangement;
- The M/W/DSBE partner(s) must be substantially involved in all phases of the contract including planning, staffing and daily management;
- The business arrangement must be customary (i.e., each partner shares in the risk and profits of the joint venture commensurate with their ownership interest, contributes working capital and other resources, etc).

5. In listing participation commitments on the Solicitation for Participation and Commitment Form, bidders are required to list a detailed description of the work or supply effort, the dollar amount of the quotation, and percentage of the contract the participation represents. In calculating the percentage amount, bidders may apply the standard mathematical rules in rounding off numbers. The OEO reserves the right to request clarifying information in the event of an inconsistency or ambiguity in the Solicitation For Participation and Commitment Form.

B. RESPONSIVENESS

1. A Bid responsive to the Policy is one which contains documentary evidence of the M/W/DSBEs that have been solicited and that will be used by the Bidder on the contract, if awarded; where the Bid satisfies the M/W/DSBE participation ranges for that contract, the Bidder is rebuttably presumed not to have discriminated in its selection of contract participants.

2. Bidders must submit documentary evidence of MBEs, WBEs and DSBEs who have been solicited and with whom commitments have been made in response to the participation ranges included in this Bid. Failure to submit the Solicitation For Participation and Commitment Form will result in the rejection of the Bid as nonresponsive, although the City, at its sole discretion, may allow Bidders to submit or amend the Solicitation For Participation and Commitment Form at any time prior to award. The Solicitation For Participation and Commitment Form must contain the following information:

- Documentation of all solicitations (regardless of whether commitments resulted therefrom) as well as all commitments made on the enclosed document entitled "Solicitation For Participation and Commitment Form". Bidders should only make actual solicitations of M/W/DSBEs whose work or materials are within the scope of this Bid. Mass mailing of a general nature to M/W/DSBEs or similar methods will not be deemed solicitation, but rather will be treated as informational notification only. A reasonable period of time should be given to all solicited firms to ensure that they have sufficient time to adequately prepare their quotes/subproposals. The bidder's listing of a commitment with an M/W/DSBE constitutes a representation that the Bidder has made a legally binding commitment to contract with such firm, upon receipt of a contract award from the City.

- If the Bidder has entered into a joint venture with an MBE, WBE and/or DSBE partner, the bidder is also required to submit along with the Solicitation For Participation and Commitment Form, a document entitled "Joint Venture Eligibility Information Form," available at OEO, for the City's review and approval of the joint venture arrangement.

3. If Bidder does not fully meet each of the range(s) for participation established for this Bid, Bidder must explain what efforts the bidder made to achieve the M/W/DSBE participation ranges. Bidder must demonstrate, through the submission of documentary evidence, that it took all necessary steps and made reasonable efforts to achieve the M/W/DSBE participation ranges, even if these efforts were not fully successful. OEO will evaluate the scope, intensity and appropriateness of these efforts to ascertain whether they could reasonably be expected to achieve M/W/DSBE participation commensurate with the ranges. Failure to submit the documentary evidence will result in rejection of the bid as nonresponsive, although the City, at its sole discretion, may allow bidders to submit or amend their evidentiary submission at any time prior to award. The submission shall contain and discuss, at a minimum, the following:

- Provide reasons for not committing with any M/W/DSBEs that submitted a quote/subproposal, regardless of whether the quote/subproposal was solicited by Bidder.
- Provide list of all certifying directories used to solicit participation for this Bid.
- Provide any additional evidence pertinent to Bidder's conduct relating to this Bid including sufficient evidence which demonstrates to the OEO that Bidder has not engaged in discriminatory practices in the solicitation of and commitment with contract participants. In describing Bidder's efforts to achieve participation within the ranges, Bidder may submit any corroborating documentation (e.g., copies of advertisements for participation).

The bidder's documentary evidence will be reviewed by the OEO to ascertain whether discrimination has occurred in the solicitation or selection of contract participants. The review will include consideration of the following:

- Whether the bidder's actions were motivated by considerations of race or gender or disability. The OEO may investigate the bidder's contracting activities and business practices on similar public and private sector contracts. For example, if bidder rejects any M/W/DSBE based on price, bidder must fully document its reasons for the rejection and also demonstrate that bidder subjects non-M/W/DSBEs to the same pricing standards. OEO will investigate whether there was any attempt at good faith negotiation of price.
- Whether M/W/DSBEs were treated equally as other businesses in the solicitation and commitment process. For example, the OEO will investigate whether M/W/DSBEs are given the same information, access to the plans and requirements of the contract

and given adequate amount of time to prepare a quote/subcontract as others who were solicited by bidder. The OEO will also investigate whether M/W/DSBEs were accorded the same level of outreach as non-M/W/DSBEs, for example whether bidder short listed M/W/DSBEs for participation or solicited M/W/DSBEs at any pre-bid meetings.

- Whether the bidder's contracting decisions were based upon policies which disparately affect M/W/DSBEs. OEO will ascertain whether bidder selected portions of work or material needs consistent with the capacity of available M/W/DSBE subcontractors and suppliers. OEO will consider whether bidder employed policies which facilitate the participation of M/W/DSBEs on City contracts such as segmentation of the contract or prompt payment practices.

4. After review of the bidder's submission and other information the OEO deems relevant to its evaluation, the OEO will make a written determination that will be forwarded to the awarding City Department.

- If the bid is determined nonresponsive by the OEO, the applicant will be notified and may file a written appeal with the OEO within forty-eight (48) hours of the date of notification. The decision of the OEO may be appealed in writing within forty-eight (48) hours of the date of the OEO's decision to the Chief Operating Officer of the Commerce Department or his/her designee whose decision shall be final.

C. RESPONSIBILITY

1. Upon award, the completed Solicitation For Participation and Commitment Form and accompanying documents regarding solicitation and commitments with MBEs, WBEs and DSBEs become part of the contract. M/W/DSBE percentage commitments are to be maintained throughout the term of the contract and shall apply to the total contract value (including amendments). Any change in commitment, including but not limited to substitutions for the listed firm(s), changes or reductions in the work and/or listed dollar/percentage amounts, must be pre-approved in writing by the OEO.

2. The Successful Bidder shall, within five (5) business days after receipt of a payment from the City for work performed under the contract, deliver to its M/W/DSBE subcontractors the proportionate share of such payment for work performed (including the supply of materials) by its M/W/DSBE subcontractors. In connection with payment of its M/W/DSBE subcontractors, the Successful Bidder agrees to fully comply with the City's payment reporting process which may include the use of electronic payment verification systems.

3. No privity of contract exists between the City and any M/W/DSBE subcontractor identified in any contract resulting from this Bid. The City does not intend to give or confer upon any such M/W/DSBE subcontractor(s) any legal rights or remedies in connection with the subcontracted services under Executive Orders 2-05 and 14-08 or by reason of any contract resulting from the Bid except such rights or remedies that the

M/W/DSBE subcontractor may seek as a private cause of action under any legally binding contract to which it may be a party.

4. If the OEO determines that the bidder has discriminated against a M/W/DSBE at any time during the term of the contract, the OEO may recommend to the Procurement Commissioner the imposition of sanctions on the Bidder including debarment of the bidder from submitting and/or participating in future City contracts for a period of up to three (3) years.

D. ACCESS TO INFORMATION

1. The OEO shall have the right to make site visits to the Bidder's place of business and/or job site and obtain documents, such as quotations, and information from any Bidder, subcontractor, supplier, manufacturer or contract participant that may be required in order to ascertain a Bidder's responsiveness and responsibility.

2. Failure to cooperate with the OEO in its review may result in a recommendation to terminate the contract.

E. RECORDS AND REPORTS

1. The Successful Bidder shall maintain all books and records relating to its M/W/DSBE commitments (e.g. copies of quotations, subcontracts, joint venture agreement, correspondence, cancelled checks, invoices, telephone logs) for a period of at least three (3) years following acceptance of final payment. These records shall be made available for inspection by the OEO and/or other appropriate City officials. The Successful Bidder agrees to submit reports and other documentation to the OEO as deemed necessary by the OEO to ascertain the successful bidder's fulfillment of its M/W/DSBE commitments.

F. REMEDIES

1. The Successful Bidder's compliance with the requirements of Executive Orders 2-05 and 14-08, including the fulfillment of any M/W/DSBE commitments, is material to the contract. Any failure to comply with these requirements constitutes a substantial breach of the contract. It is further understood and agreed that in the event the City determines that the Successful Bidder hereunder has failed to comply with these requirements the City may, in addition to any other rights and remedies the City may have under the contract, any bond filed in connection therewith or at law or in equity, exercise one or more of the following remedies, as deemed applicable, which shall be deemed cumulative and concurrent:

a. Withhold payment(s) or any part thereof until corrective action is taken.

b. Terminate the contract, in whole or in part.

c. Suspend/Debar the Successful Bidder from proposing/bidding and/or participating in any future City contracts for a period of up to three (3) years.

d. Recover as liquidated damages, one percent of the total dollar amount of the contract for each one percent (or fraction thereof) of the commitment

shortfall. (NOTE: The “total dollar amount of the contract” shall include approved change orders, amendments and for requirements contracts shall be based on actual quantities ordered by the City. For Concessions, the “total dollar amount of the contract” shall mean the Concession Fee paid to the City.)

The remedies enumerated above are for the sole benefit of the City and City’s failure to enforce any provision or the City’s indulgence of any non-compliance with any provision hereunder, shall not operate as a waiver of any of the City’s rights in connection with any contract resulting from this Bid nor shall it give rise to actions by any third parties including identified M/W/DSBE subcontractors.

SOLICITATION FOR PARTICIPATION AND COMMITMENT FORM (Bid)
 Minority (MBE), Women (WBE), and Disabled (DSBE) Business Enterprises

Name of Bidder

COMMERCE DEPARTMENT
OFFICE OF ECONOMIC OPPORTUNITY (OEO)
 Date of Bid Opening

List below ALL MBE/WBE/DSBEs that were solicited regardless of whether a commitment resulted therefrom. - Photocopy this form as necessary.

Company Name		MBE	WBE	DSBE	Work to be Performed	Date Solicited	By Phone	By Mail	Commitment Made	Give Reason(s) if No Commitment
Address										
Contact Person										
Telephone Number										
Fax #										
OEO CERTIFICATION #										
Company Name		MBE	WBE	DSBE	Work to be Performed	Date Solicited	By Phone	By Mail	Commitment Made	Give Reason(s) if No Commitment
Address										
Contact Person										
Telephone Number										
Fax #										
OEO CERTIFICATION #										
Company Name		MBE	WBE	DSBE	Work to be Performed	Date Solicited	By Phone	By Mail	Commitment Made	Give Reason(s) if No Commitment
Address										
Contact Person										
Telephone Number										
Fax #										
OEO CERTIFICATION #										
Company Name		MBE	WBE	DSBE	Work to be Performed	Date Solicited	By Phone	By Mail	Commitment Made	Give Reason(s) if No Commitment
Address										
Contact Person										
Telephone Number										
Fax #										
OEO CERTIFICATION #										

(Rev. 11/2009jgs)

¹ M/W/DBEs listed above must be certified by the OEO prior to bid submission date.
² Failure to give reason for no commitment may result in rejection of your bid.

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SECTION 1: GENERAL BID SUBMISSION

1.1 **TITLE: MEDICAL SUPPLIES**

1.2 **SCHEDULE NO: 150**

1.3 **CONTRACT TERM:** Date of Award to 08/31/2012 (“Initial Term”), with an option to renew for up to three (3) additional one (1) year periods, (“the Renewal Term”) exercisable, at the City’s sole discretion, as of the expiration of the Initial Term or then current Renewal term. The City may, at its sole discretion, renew the contract for up to three (3) months at the beginning of each renewal period(s) (the “Additional Performance Period”), if a decision has been made not to renew the contract for an entire year.

1.3.1 The City shall exercise such sole option to renew the Contract Term by issuing a letter (the “Renewal Notice”) notifying the Contractor that the Contract is renewed for the Renewal Term or Additional Performance Period (identified by commencement and termination dates) that is specified in the Renewal Notice. The Contract shall be deemed to be renewed for such Renewal Term or Additional Performance Period, and Contractor shall be obligated to perform all terms and conditions of the Contract throughout such Renewal Term or Additional Performance Period, as of the effective date indicated on the City’s Renewal Notice, whether or not Contractor has agreed, verbally or in writing, to such renewal of the Contract term.

1.3.2 If an individual Performance Bond and/or Payment Bond is required under this Invitation and Bid, such bond(s) shall be and remain in full force and effect throughout the Initial Term, all Renewal Terms, any Additional Performance Period, and the period of any unexpired warranty provided or required under the Contract, without notice of Contract renewal by the City to the surety or the consent of the surety thereto. It is the sole responsibility of the Contractor to ensure that such bond(s) remain in full force and effect as provided in this Section, and failure to do so shall be an event of default pursuant to Section 19, Default, of the attached Terms and Conditions of Bidding and Contract.

If participation in the City’s Master Performance Security Program is required under this Invitation and Bid, Contractor shall pay the required annual fee for such participation for each Renewal Term upon the issuance of the Renewal Notice.

1.4 **CONTRACT TYPE: REQUIREMENTS**

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1.4.1 The following items are required in the operation of various City agencies as ordered. Exact quantities cannot now be determined but estimates thereof are listed herein. Quantities listed may be increased or decreased to meet the requirements of the City during the period of this contract. A minimum is not guaranteed. Purchase orders issued as a result of this bid will be for materials or services to be delivered generally on an as-needed basis. Successful bidders are cautioned not to deliver any materials or services without first being advised to do so by the ordering agency.

1.4.2 It is the intent of the Procurement Department to make an award for the period as stated above subject to the appropriation of funds in succeeding fiscal year/years by City Council. The City's fiscal year is from July 1st to June 30th inclusive.

Commodities or services on the bid to be ordered after the end of the fiscal year are subject to the issuance of purchase orders for the following fiscal years. The City is not liable for the award involving following fiscal years' funds until such orders are issued.

The successful bidder(s) obligation to deliver on such purchase orders shall not take effect until the orders are issued. To simplify the contract procedure, however, the successful vendor will be required to furnish a Performance Bond or Performance Security Fee to cover units awarded to him.

1.5 **METHODOLOGY OF ACQUISITION: PURCHASE** only.

1.6 **STATEMENT OF DIRECTION:**

It is the intent of the City of Philadelphia to make an award for **Medical Supplies** for the various City agencies and departments as specified herein during the contract period.

1.7 **BID SECURITY**

1.7.1 Bid security shall be based upon **cumulative bid amount per Section 5.**

All bids submitted with a total greater than \$30,000.00 must be accompanied by the proper Bid Security.

Bidders already enrolled in the City's Master Bid Security Program for July 1, 2010 to June 30, 2012 are not required to provide Bid Security if

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their bid total is \$500,000.00 or less (per paragraph 2 of “Terms and Conditions of Bidding and Contract”).

The Master Bid Security Program allows bidders to qualify for bid security for individual bids submitted during the covered bidding period provided the individual bid total is \$500,000.00 or less.

1.7.2

Bids Opening July 1, 2011 through June 30, 2012

Bidders may qualify for the Master Bid Security Program described above for **July 1, 2011 – June 30, 2012** by submitting a check in the amount of **\$120.00** made payable to the City of Philadelphia. The check should be submitted, under separate cover, to the Bid Unit Supervisor at least one day prior to the first bid that the bidder wants covered under the program and is *non-refundable*.

Or if, and only if, the bidder chooses to submit the check for the Master Bid Security Program with their bid, the check **MUST** be in the form of a Certified, Treasurer’s or Cashier’s Check, Bank or United States Postal Money Order and is non-refundable.

1.7.3

If the bidder is not enrolled and does not intend to enroll; or if the total value of the bid submitted exceeds \$500,000.00, the Master Bid Security Program is not applicable. Bidders instead **MUST** submit with their bid a refundable Certified, Treasurer’s or Cashier’s Check, Bank Money Order or United States Postal Money Order in the amount as specified in Paragraph 2 entitled “Bid Security”, of the “Terms and Conditions of Bidding and Contract”.

1.8 **BID INFORMATION:**

1.8.1

All information concerning this bid will be contained in this bid document as issued or amended.

1.8.2

Information provided verbally by any City official shall not be binding or relevant.

1.9 **BID SUBMISSION:**

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- 1.9.1 Bid information must be submitted to the City of Philadelphia no later than the time and date for the bid opening.
- 1.9.2 Advertised sealed bids will be received and read publicly at 10:30 AM in Room #170A, 1st Floor, Municipal Services Building, 1401 JFK Boulevard.
- 1.9.3 Bid should be complete and include ALL information required as described in the various paragraphs of the bid specifications.
- 1.9.4 All pricing must be completed on the forms provided; be complete; and be in ink or typed.
- 1.9.5 The bid must be complete as to required bid signatures and corporate seal, and fully accept the terms and conditions contained in the bid.
- 1.9.6 **BID PROCESSING FEE:**
All bids submitted where the bid total is greater than \$30,000 shall be accompanied by the proper Bid Processing Fee. The fee shall be in the form of a separate check or money order in accordance with Paragraph 3 of the “Terms and Conditions of Bidding and Contract.”
- 1.9.7 When M-BE, W-BE or DS-BE ranges are required on Invitation and Bid, bidders are reminded that the submission of a blank “Commerce Department Office of Economic Opportunity (OEO)” Solicitation and Commitment Form” will be deemed non-responsive and ineligible for an award. Bidders are reminded to read carefully and entirely the “Bidder’s Guidelines relating to Executive Order 02-05”.
- 1.9.8 **LOCAL BUSINESS ENTITY:**
In accordance with the City of Philadelphia's Regulations Relating to Local Bidding Preferences for Procurement Contracts, this bid may be subject to a

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5% local bid preference. In order to determine eligibility to receive the 5% preference, if applicable, **bidder or subcontractor must be certified at the time of the bid opening and must submit with the bid the Local Business Entity Certification number** as issued by the Procurement Department for the prime contractor or the applicable subcontractor. If the prime relies upon its subcontractor's LBE status in order to be eligible for the preference, the name and certification number of the subcontractor **must** be submitted with the bid. **Failure to submit the prime's LBE certification number or the subcontractor's name and the LBE certification number with the bid will deem bidder ineligible for the 5% preference.**

Further, by submission of this bid, bidder makes the following certification in connection with the grant of any local bidding preference:

"I certify, that if awarded this contract on the basis of application of the LBE preference, my company or my subcontractor, throughout the entirety of this contract, will perform the majority of the work under this contract within the geographic limits of the City of Philadelphia, and I will, or cause my subcontractor to, maintain within the City a majority of the inventory or equipment that will be used on this contract or the amount of inventory that is customary for this industry."

Prime or subcontractor's LBE Certification Number_____

If applicable:

Subcontractor's Name_____

NOTE: If you wish to apply for Local Business Entity (LBE) certification, go to www.phila.gov/bids. Please provide sufficient time prior to bidding for processing of the LBE application.

1.9.9

BID QUESTIONS OR PROBLEMS

In preparing the bid response, should any bidder need clarification on the bid requirements, identify a discrepancy in the specifications, determine that a specified product has been discontinued or an alternate procedure is advised,

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etc.; then the bidder is STRONGLY encouraged to bring these issues to the attention of the Procurement Department's Public Information Unit prior to the bid opening by calling (215) 686-4720 or 4721, or by faxing (215) 686-4716. **Questions, whether phoned or faxed, should be received no later than seven (7) calendar days prior to the scheduled opening date of the bid.** The City reserves the right to only respond to those questions submitted prior to the stated deadline. If it is in the City's best interest to do so, the bid MAY be amended to reflect the proposed changes/modifications. **Exceptions taken DO NOT obligate the City to change the specifications. The City of Philadelphia, Procurement Department will notify all bidders in writing, by addendum duly issued, of any interpretations/changes made to specifications or instructions. The City will not accept responsibility for oral instructions, suggestions or changes by any City agency.**

Otherwise the successful bidder will have to provide the product or service exactly as defined in this bid, and in accordance with the specifications and requirements as listed in this Invitation and Bid.

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1.9.10 **CONTACT PERSON(S):**

PRE-AWARD:

Indicate below to whom in your firm questions concerning this Invitation and Bid should be directed:

Name: _____

Address: _____

City/State/ZC: _____

Telephone No.(____) _____ Ext.: _____

Fax No.(____) _____

E-mail address _____

State Company Web Site Address: _____

POST-AWARD:

Indicate below to whom in your firm questions concerning the Contract resulting from this Invitation and Bid should be directed:

Name: _____

Address: _____

City/State/ZC: _____

Telephone No.(____) _____ Ext.: _____

Fax No.(____) _____

E-mail address _____

1.10 **BIDDER QUALIFICATION AND BID SUBMISSION:**

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- 1.10.1 Vendor qualifications and the bid document must be submitted in two (2) separate sealed packages.

The first package must be identified as **Bidder's Qualification Package** and show Bid No.S2Z57610 along with the name of the firm. The package should contain all of the information as requested in **Paragraphs 1.11 through 1.11.4.6**

The second package must be identified as Bid Documents Package and show Bid No.S2Z57610 along with the name of the firm. This package must contain the fully executed bid documents (to include pricing pages, Terms and Conditions, any Addendums, Bid Security and Bid Processing Fee) as requested in **Paragraph 1.12.**

- 1.10.2 Qualifications and bid information must be submitted to the City's Procurement Department no later than the time and date stated for bid. Only Company names shall be read if requested on the date and time of bid submission.
- 1.10.3 Qualifications and bid must be complete and should include all information required and as described in **Paragraphs 1.11 through 1.11.4.6** and **1.12** of this bid. Incomplete submission may result in bidders disqualification for reasons of non-responsiveness.
- 1.10.4 All Bid pricing must be completed on the forms provided, and be in ink or typed.
- 1.10.5 Bid must be complete as to required bid signatures and corporate seals and must fully accept the terms and conditions contained in the bid. A bid submitted with counter terms and conditions may be disqualified.
- 1.10.6 Notification of the Bid Opening Date, for bids that were submitted by vendors who have been deemed qualified, shall be announced once the City has completed its review of the Bidder Qualification Stage.

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1.11 **BIDDER QUALIFICATION PACKAGE**

The City is committed to only contracting with a vendor who is qualified to meet all the specifications and requirements of this bid. As such, bidders are to respond to each element of Section 1.11, Bidder Qualification. If the information requested does not apply to your firm, it must be so noted in the qualification submittal.

The City may require bidders to briefly discuss or clarify their submission.

1.11.1 **Form of Bidder Qualification Submittal**

The Bidder qualification submittal must be in a separate envelope from the bid package. The bidder is to submit one original qualification submittal plus two (2) additional copies. The envelope is to clearly note Bid firm's name and be labeled "**Bidder's Qualification Package.**"

The qualification is to be organized as follows with all pages numbered and bid paragraphs specifically identified:

- 1) Table of Contents
- 2) General Information per Section 1.11.2.
- 3) Capabilities & References per Section 1.11.3.
- 4) Financial per Section 1.11.4
- 5) Confidential Information

If the bidder chooses to include material of a confidential nature, then the City will exercise reasonable efforts to keep such material confidential to the extent permitted by law. The bidder shall separate all confidential material from the rest of the Bidder's Qualification Package and provide it in a sealed envelope, with each page of the confidential material marked "Confidential" and a cross reference designation in both the Qualification Package and in the confidential material so that the City can easily determine where the material belongs in the Qualification package.

Any Qualification Package which contains confidential material must be accompanied by the following paragraph in the letter of transmittal:

"Pages_____identified with the symbol___ contain information that is a

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trade secret and/or which, if disclosed, could cause substantial injury to bidder's competitive position. (Bidder) requests that such information be used only for the evaluation of the proposal, and understands that disclosure will be limited only to the extent that the City determines is proper. If a contract is awarded to the bidder, the City will have the right to use or disclose the information as provided by law or in the contract. In any case, (Bidder) shall not hold the City liable for damages or in any other way for any disclosures that may occur."

1.11.2 General Information:

- 1.11.2.1 Provide a brief history of your organization and an executive summary signed by an officer that describes your company's qualifications, ability and experience in furnishing and delivering medical supplies as described in this bid. Vendor must demonstrate that they have sufficient experience in accounts of similar size and scope.
- 1.11.2.2 Bidders shall possess the necessary resources to implement the service and provide the necessary support and customer service functions.
- 1.11.2.3 Bidder must have a currently operating inventory/stock facility to provide for forty-eight (48) hours delivery of ordered supplies.
- 1.11.2.4 Bidders must have sufficient staff and a distribution system to support desk top deliveries to City Agencies.
- 1.11.2.5 Bidders must have the necessary Data Processing staff and capability to furnish custom reports.

1.11.3 **Capabilities and References**

- 1.11.3.1 List all contracts your company or related companies have had with the Federal, State, City or its related agencies in the last three (3) years.
- 1.11.3.2 List any experience in the last three (3) years in which your company or related companies failed to successfully complete a

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contract. List any contractual arrangements which were canceled, found to be in default, terminated for default or not renewed for poor performance.

- 1.11.3.3 Provide a minimum of three (3) contract references that your firm has provided medical supplies for within the last five (5) years. These references should support your company's capability to provide customer service support and to meet a job of this bid's size and scope. Provide a detailed description for each contract.

The description, at a minimum, is to include the contract term, estimated annual contract value, nature of the work, and the name, address and telephone number of the customer's contract administrator.

At the discretion of the City, these persons may be contacted.

- 1.11.3.4 The City will require a central point of contact to be used by all ordering agencies to inquire about deliveries, back orders, general information, etc.
- 1.11.3.5 State the location and description of the facility to be used to furnish materials.
- 1.11.3.6 Furnish details on your capability to provide delivery of medical supplies within forty-eight (48) hours after receipt of an order. Include specifics on material availability, staff and equipment or distribution system to be used for the actual deliveries.
- 1.11.3.7 Although the bid requires forty-eight (48) hours delivery, on occasion emergencies may arise that will require expedited handling. Explain your procedures and capabilities to respond to emergency requests for supplies.
- 1.11.3.8 Provide a summary of your ability to furnish custom designed reports and order forms. Include samples of reports and order forms developed for other accounts.

- 1.11.4 **Financial Information: Please provide the following information for your company and/or partners.**

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- 1.11.4.1 A copy of your company's financial statements, including a detailed balance sheet and profit and loss statement for the last three (3) years. The City reserves the right to request audited statements.
- 1.11.4.2 List a minimum of three (3) supplier references, name and telephone number of a person familiar with your accounts, types of accounts, loans or lines of credit and relevant dates that accounts were established. These persons may be contacted by the City as references.
- 1.11.4.3 List the names and telephone numbers of your major suppliers and customers and the approximate dollar amount of business done with each over the last twelve (12) months. These persons shall be called by the City as credit references.
- 1.11.4.4 If you are a partnership or a joint venture, give the date of the formation agreement, County and State where the agreement was filed, and name and address of each partner.
- If you are a corporation, give the date and state of incorporation and the names and addresses of the officers.
- 1.11.4.5 List any law suits and/or bankruptcy filings against your company or any of your officers or partners in the last five (5) years. Bidder shall describe any pending, contemplated or on-going administrative or judicial proceedings material to Bidder's business or finances including, but not limited to, any litigation, consent orders or agreements with any state or federal regulatory agency involving Bidder or any subcontractor Bidder plans to use for the services described in this bid.
- 1.11.4.6 State whether your company, subsidiaries or affiliated organizations are delinquent in payment of any debts or obligations to the City of Philadelphia or its related agencies.

1.12 **BID DOCUMENT PACKAGE**

This package must be identified as Bid Documents and show **Bid No.S2Z57610** along with the Package Bid submittal date and name of the firm. This package must contain the fully executed bid documents, pricing pages, Terms and Conditions, any

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addendums, Bid Security and Bid Processing Fee. All bid pricing must be completed on the forms provided, be complete (bid on all items) and be in ink or typed. Bid must be complete as to required signatures and corporate seal. Any bid submitted with counter terms and conditions may be disqualified.

SECTION 1:

Customer References other than an employee or department of the City of Philadelphia, (excluding suppliers or financial institutions).

A.

B.

C

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Firm Name: _____

Address: _____

Contact: _____

Phone #: _____

Type Work: _____

Years dealing
w/your firm: _____

SECTION 2:

Previous purchase order(s)/contract(s) with the City; (State "None" if applicable)

P.O./Contract
Number: _____

Department: _____

Contact Name: _____

Phone #: _____

Item(s): _____

NOTE: Do not provide the name and phone number of a Procurement Department Buyer in this section. Contact name(s) and phone number(s) must be from a City ordering department.

SECTION 2: GENERAL SPECIFICATIONS/REQUIREMENTS

2.1 Successful bidder shall be required to supply the City of Philadelphia's various Agencies/Departments with Medical Supplies as outlined in Sections 2 and 5 of this Invitation and Bid.

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2.2 Medical Supplies - **Commodity Code: # 31712 001**
Successful vendor shall be required to supply the Health Department and various Health Centers and agencies of the City of Philadelphia with Medical Supplies.

2.3 All items listed in Section 5 "Pricing" MUST be Latex free and Mercury free.

2.4 **NEW ITEMS**

2.4.1 All items of supply furnished must be of current manufacturer and be newly manufactured. All supplies shall be delivered by the successful bidder to the locations and person(s) specified by the City of Philadelphia.

2.5 **REPORTS**

2.5.1 The successful bidder must design any custom report that the City of Philadelphia requests. Computerized management reports shall include at a minimum:

2.5.1.1 **Departmental Report**

Within ten (10) calendar days after each month, the successful bidder shall submit to each ordering department a monthly and cumulative report showing by purchase order number, the items delivered, description, date, quantity, price, extended amount, credits issued and remaining balance of the purchase orders.

In addition, each ordering department shall be furnished a back order report detailing item(s) and quantity(s) still to be furnished. This report shall accompany the invoices for the Department.

2.6 **City of Philadelphia Medical Supplies Ordering Form**

2.6.1 The successful bidder shall provide, at its own expense, an ordering form for all items awarded. The form will be in two parts: a header portion with space provided for purchase order number, release number, delivery address, contact name and phone number, signature; an ordering portion

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which should include product number, quantity of box to be filled in by using agency, unit of measure as stated on contract, price as stated on contract and a description of the product(s).

- 2.6.2 All order forms shall be sent via e-mail or fax. The e-mail address and fax number shall be located on the order form.
- 2.6.3 The order form shall be supplied for each Purchase Order received. The City reserves the right to order additional forms as required. All ordering forms shall be supplied at no additional charge to the City of Philadelphia.
- 2.6.4 After award of the contract, successful bidder shall, within ten (10) working days, submit to the City for approval, proofs of the City of Philadelphia's General Medical Supplies ordering form.
- 2.6.5 The City may require, at the beginning of the renewal period of the contract, a revised ordering form incorporating any changes made during the initial contract term at no additional charge to the City of Philadelphia.

2.7 **GENERAL REQUIREMENTS**

The City has stated in Section 5 of the bid document the types of medical supplies that it will require.

- 2.8 Bidder shall submit a price for each item listed in Section 5, below. Prices shall be firm for the Initial Term of the contract. If subsequent renewal terms are exercised by the City, the vendor may increase prices per Paragraph 4.3 "Price Increase or Decrease".
- 2.9 **DELIVERY:**
BIDDER TO COMPLETE SECTION 5, "TYPE OF TRANSPORT".

SECTION 3: QUALIFICATIONS AND BID EVALUATION AND AWARD

3.1 **EVALUATION:**

The award of the contract to the successful bidder will take place in three stages.

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3.1.1 **Qualification Stage:**

- 3.1.1.1 The qualification information furnished by the bidders in accordance with Paragraphs 1.11 through 1.11.4.6 will be received by the City of Philadelphia's Procurement Department for determination as to bidder's ability to perform the scope of services listed.
- 3.1.1.2 The City may require bidders to briefly discuss or clarify their submission.
- 3.1.1.3 The Procurement Department shall evaluate all on-time submissions.
- 3.1.1.4 The City shall not be liable for any costs associated with the development, preparation, transmittal or presentation of any information or material submitted in response to this qualification information request. All information/material submitted becomes the sole property of the City and will be retained, returned, or destroyed at the City's discretion.

3.1.1.5 **Reservation of Rights**

The City reserves and may exercise the following rights and options with respect to the qualification process:

- 3.1.1.5.1 To qualify one (1) or more bidders
- 3.1.1.5.2 To reject any and all qualification information received pursuant to this request.
- 3.1.1.5.3 To supplement, amend, substitute or otherwise modify the qualification information request at any time prior to bidder qualification and to cancel this process with or without another qualification process or to extend the submittal date and request additional qualification; information prior to final determination of bidders eligible for award.

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- 3.1.1.5.4 To request additional qualification: Information (including information inadvertently omitted) and to conduct investigations with respect to the qualifications of each bidder submitting qualification information.
- 3.1.1.5.5 To expressly waive any defect or technicality in the qualification information received.
- 3.1.1.5.6 All bidders submitting qualification information will be informed in writing of the City's decision.
 - A. If a bidder's qualification information is determined to be non-responsive per the requirements of this bid, the bidder will be disqualified. Disqualification for non- responsiveness is final in the sole judgment and discretion of the City.
 - B. Bidders disqualified for reasons of responsibility who wish to appeal the decision must do so within two (2) business days of receipt of notification by the City.
- 3.1.1.5.7 Only those bidders determined qualified will be eligible for award. Bid packages from disqualified bidders will not be opened and will be returned unopened to the address specified in Section 1.9.
- 3.1.1.5.8 The City reserves the right to make site inspections of the contractor's facility, whether announced or unannounced prior to the award of this Invitation and Bid and during the life of the contract.

3.1.2 **Bid Evaluation Stage:**

Notification of the Bid Opening date, for bids that were submitted by vendors who have been deemed qualified, shall be announced once the City has completed its review of the Bidder Qualification Stage.

- 3.1.2.1 Bids will then be evaluated by the Procurement Department.

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3.1.2.2 Bids will be evaluated for responsiveness to the bid specifications and for responsibility of the bidders.

3.1.2.3 Bids which are determined to be non-responsive for reasons of:

- (i) improper bid execution
- (ii) incompleteness
- (iii) offering counter terms and conditions
- (iv) improper or incomplete execution of OEO Documents (if applicable)

may be disqualified by the City without notice to the bidder. The decision of the City is final and is in the sole judgment and discretion of the City.

3.2 **AWARD:**

This Invitation and Bid shall be awarded as a whole based upon the following:

3.2.1 Items 5.1.1 – 5.1.275 shall be awarded as a whole to the bidder with the lowest overall cost for the items specified in Section 5. Bidder must bid all items in Sections 5, Item 5.1 (5.1.1 – 5.1.275) in order to be eligible for award.

3.2.2 If the 5 % local bid preference is applicable, the total bid price or total section price of the certified Local Business Entity (LBE) will be multiplied by .95 and rounded to the second decimal place. The adjusted bid price of the LBE will then be used in determining the lowest responsive and responsible bidder. If any section of the bid is awarded by line item, the 5% local bid preference will not apply to that section.

Unless the Procurement Commissioner determines not to grant a preference for the reasons stated in subsection b., of the LBE Regulation, an LBE, whose bid is otherwise responsive and responsible and who has submitted the information required above, shall be granted a five percent bid preference on competitive bid(s) awards that are over \$30,000.00 and awarded as a whole or by section.

3.2.3 **PERFORMANCE SECURITY:**

Bidder's attention is directed to paragraph 14 of "Terms and Conditions of Bidding and Contract," for the required Performance Security.

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Please note however, that all awards as a result of this bid will have a minimum contract amount of \$30,000.01. All awards at the \$30,000.01 amount will be subject to a \$50.00 Master Performance Security Fee.

Performance security shall be required for any subsequent renewal periods.

3.2.4 **City of Philadelphia-Business, Corporate and Slavery Era Insurance Disclosure**

In accordance with Section 17-104 of The Philadelphia Code, the Bidder, after execution of this Contract, will complete an affidavit certifying and representing that the Bidder (including any parent company, subsidiary, exclusive distributor or company affiliated with Bidder) has searched any and all records of the Bidder or any predecessor business entity regarding records of investments or profits from slavery or slaveholder insurance policies during the slavery era. The names of any slaves or slaveholders described in those records must be disclosed in the affidavit.

The Bidder expressly understands and agrees that any false certification or representation in connection with this Paragraph and/or any failure to comply with the provisions of this Paragraph shall constitute a substantial breach of this Contract entitling the City to all rights and remedies provided in this Contract or otherwise available in law (including, but not limited to, Section 17-104 of the Philadelphia Code) or equity and the contract will be deemed voidable. In addition, it is understood that false certification or representation is subject to prosecution under Title 18 Pa.C.S.A. Section 4904.

3.2.5 **INSURANCE:**

Insurance is a requirement for this bid in accordance with Paragraph 15 of the “Terms and Conditions of Bidding and Contract”. No contract will be executed nor purchase order issued unless and until all required insurance certificates, in the required amount, are received. **All insurance MUST meet the following requirements:**

- Insured must be in the same name and address as the Bidder
- The insurance carrier must be rated “A” or better by AM Best

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- The certificate holder must be the City of Philadelphia, and specifically named as an additional insured on the certificate in the "Description of Operations section".
- Certificate must be signed by an authorized representative of the insurance company/carrier

All certificates are to be sent to the Office of Risk Management, One Parkway, 1515 Arch Street, 14th Floor, Philadelphia, PA 19102, Attn. Debbie Lawton or FAX to (215) 683-1705.

SECTION 4: CONTRACT MANAGEMENT

4.1 CITY OF PHILADELPHIA RESPONSIBILITY:

- 4.1.1 City agencies will be notified by Procurement of award(s) and will be provided with vendor(s), vendor contact(s) and applicable pricing. Departments will prepare and submit through the appropriate review channels, a requisition detailing their specific needs and requirements to Procurement. The Procurement Department shall then apply the requisition against the contract and issue a purchase order.

Order Against Contracts

Subsequent to contract conformance of a Requirements bid, purchase orders will be issued at such time that the product and/or service is needed. Such purchase orders will show if delivery is to be made upon receipt of order, or only after notification by the using department.

- 4.1.2 Invoices shall be submitted after delivery and acceptance of the product or service by the City. The City attempts to process invoices in a timely manner. Delays can occur because of incomplete or inaccurate invoicing information. Please make sure that invoices contain the following information to help the City process payments to the Contractor as quickly as possible
- (a) After the delivery or services have been completed the Contractor must submit three (3) copies of the invoice for payment to the receiving department listed on the purchase order.
 - (b) The invoice must correctly reference the purchase order number, the vendor name, address and Federal Employer Identification Number.
 - (c) Checks will only be made payable to the company name as shown on the purchase order; the invoice must reflect this same company name as the "pay to".

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- (d) The invoice must show the quantity and type of item or service and the price.
- (e) The unit of purchase on the invoice must agree with the unit cited on the purchase order. Reference to the specific line item is helpful.

4.1.3 The Using Agencies and Departments are responsible for monitoring the services and/or products delivered as described in the contract. If any problems arise, a letter should be sent to the Vendor requesting resolution by a specified date. A copy should be sent to the Buyer. If vendor does not resolve the breach of contract by the requested date the matter should be turned over to the Buyer.

4.1.4 **ADD-ONS:**

The City reserves the right to add, delete and/or acquire products/services that the vendor can supply that are similar to, but not specifically called for in this bid. The procedure for such acquisitions shall be as follows:

Procurement or the using department will obtain from the Vendor a letter (on his/her letterhead) verifying the items to be added. The letter shall include the complete description of the item, the location (if applicable), the bid number bid schedule number, the price to the City and the applicable contract period; and upon receipt and approval by the Procurement Department shall automatically become part of the contract. **The City, however, reserves the right to accept or reject the letter and to acquire the supplies or materials in the open market.**

4.1.5 **EXCLUSIONS**

Only supply type items can be purchased under this contract. **NO EQUIPMENT (CLASS 400)** can be purchased.

Other items to be excluded:

- Condoms
- Gloves, Latex, Vinyl and Examining
- Medical Gases & Oxygen
- Any item on another Citywide contract

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4.2 **VENDOR RESPONSIBILITY:**

- 4.2.1 Delivery shall be the responsibility of the successful bidder(s). Return of any items by the City shall be accepted by the successful bidder at no additional charge to the City. Returns shall be made within two (2) weeks of delivery in original undamaged carton(s) or container(s) and in re-saleable condition. All returns shall be picked up within two (2) working days after request from the ordering agency. All credits are to be applied to the next invoice and must indicate the applicable purchase order.
- 4.2.2 Successful bidder shall provide delivery to the address and specific person listed on the ordering form (desk top delivery) within two (2) working days after receipt of order unless otherwise specified, with a 98% fill rate. Successful bidder is not required to deliver orders for less than \$15.00 except for back orders.
- 4.2.3 Back orders shall be delivered regardless of the value of the item(s). Successful bidder may deliver only products as authorized in the contract and only after receipt of a purchase order or other authorized document from the Procurement Department. All orders must be in writing. Successful bidder shall not accept verbal delivery requests until after receipt of purchase order or other authorizing document from Procurement. Each carton shall be marked with a delivery address, user's name and department. Deliveries shall be made F.O.B. destination point at no additional charge to the City regardless of amount of the order.
- 4.2.4 Successful bidder may deliver only products at the prices quoted in the contract and that are reflected on a purchase order or a change to a purchase order (a change to a purchase order is issued whenever the items, unit price, total amount, or terms or conditions change from the original purchase order).
- 4.2.5 Successful bidder may deliver products only up to the dollar limit of the purchase order and for the period shown on the purchase order. Successful bidder is required to carefully monitor obligations against purchase orders and inform departments of anticipated funding shortfalls. In no event will vendor deliver material if sufficient funds are not available on the purchase order unless authorized by the Procurement Department.

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4.2.6 **DELIVERY:**

Unless otherwise specified in Section 2, noted by bidder in Section 5, and/or approved by the Using Agency, delivery of product and/or service will be made within 30 days from date requested by Using Agency.

4.2.6.1 **Liquidated Damages:**

Liquidated Damages in the amount of 5% of the unit price may be applied to each item which exceeds the delivery schedule/requirement.

4.2.7 In the event that the successful bidder receives an order for products not specifically priced and incorporated into the contract, they must:

- (i) bring this to the immediate attention of the Procurement Dept., and
- (ii) notify the ordering agency in writing and refuse to deliver.

4.2.8 Should products be delivered that are not specifically incorporated and priced into the contract, and/or be delivered without purchase order, the City shall have no obligation for payment.

4.2.9 For delivery of products, successful bidder shall honor and be paid for orders placed until the close of business of the date of purchase order expiration. The delivery of product may occur following purchase expiration, so long as the order was placed prior to the purchase order expiration date.

4.2.10 **RECYCLING INFORMATION REQUEST:**

The City of Philadelphia requests information regarding any known or potential material content in the product that may be extracted and recycled after the product has served its intended purpose.

Product bid contains recycled content? YES NO

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Is your product packaged and/or shipped in material containing recycled content? YES NO

Is your product recyclable after it has reached its intended end use? YES NO

Is your product shipped in returnable Containers? YES NO

4.2.11 **Invoices/Receipts**

4.2.11.1 Vendor may not invoice more than two (2) times per month per purchase order. Invoices for individual releases cannot be issued to the ordering department until all items on the individual release have been delivered.

4.2.11.2 All invoices will be sent to the departmental contact stated on the Purchase Order. The departmental contact will review invoices and then forward to the Central Accounting Office for final price verification and payment processing.

4.2.12 Payments to OEO Subcontractors

The below paragraph applies to all Invitation and Bids (I & B) containing OEO Participation Requirements:

The successful bidder shall, within five (5) business days after receipt of a payment from the City for work performed under the contract, deliver to its M/W/DSBE subcontractors the proportionate share of such payment for work performed (including the supply of materials) by its M/W/DSBE subcontractors.

In connection with payment of its M/W/DSBE subcontractors, the successful bidder agrees to provide proof of said payments upon any request by the City.

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Failure to comply with the City's payment reporting process may be considered an Event of Default.

4.3 **PRICE INCREASE OR DECREASE:**

Awarded Vendor shall provide Medical Supplies at the prices set forth in Section 5 for a period of Twelve (12) months; thereafter, the contract may be renewed under the terms and conditions of this agreement at the sole option of the City on an annual basis for up to three (3) additional one (1) year period(s). Contractor may increase prices for future renewal periods provided that:

Notice of price increases must be received, in writing, by the City at least sixty (60) days prior to the expiration of each contract period in order for price increase to be effective as of the first day of the renewal period. Price increase letter shall be sent to the Buyer in Room 120 Municipal Services Building, 1401 JFK Blvd., Philadelphia, PA 19102, referencing bid number, contract number, period and showing item(s) description and applicable pricing. Failure to notify the City within this sixty (60) day time frame shall result in the following:

the effective date of the price increase shall be sixty (60) days from the receipt of the price increase letter by the City;

or

if the letter is not received before the last day of the contract period, the prices for the renewal period shall be the same as the prices for the previous contract period.

For each renewal period the price increase and/or decrease shall be based upon the **percent (%) change** in the Index for All Urban Consumers – Philadelphia of the Consumer Price Index (all items) as published by the U.S. Department of Labor, Bureau of Labor Statistics and as indicated by the Mid-Atlantic CPI Announcement for April of the **applicable year of the renewal.**

In no event shall the price increase exceed 4% in any renewal period. The increase shall reflect the change to the CPI or the 4% cap, whichever is less.

NOTE: Price decreases may be forwarded to the Procurement Department buyer, in writing at any time during the contract period, to include any renewal period (s).

Failure to notify the City within the time frame specified in 4.3 will result in a commensurate delay in implementing the price change.

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4.4 **VENDOR ACCEPTANCES – IN SUBMITTING AN EXECUTED BID, THE BIDDER AGREES TO THE CONTRACT MANAGEMENT PROCEDURES IN THIS SECTION.**

SECTION 5: PRICING

(PRICES QUOTED MAY NOT EXCEED THREE (3) DECIMAL PLACES)

ALL QUOTED ITEMS MUST BE LATEX FREE AND MERCURY FREE.

NOTE:

Unit Price(s) quoted below (Section 5: Pricing), will prevail in case of any discrepancy(ies) between Unit Price and "Amount" and will be the determining factor in establishing applicable contract amount(s)/award.

31712 001

5.1 **MEDICAL SUPPLIES**

Bidders must submit pricing for all items in order to be eligible for award.

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	<u>Quantity</u>	<u>Unit of Measure</u>	<u>Unit Price</u>	<u>Total Amount</u>
5.1.1	Needle, Syringe, sterile, disposable, Non-latex with needle protection Device, 100/BX. Needle locking Mechanism to reduce Needle sticks. Audibile click to indicate device Activation. One hand activation. Tamper evident packaging. Hub fits all luer lock and luer slip syringes. SurGuard 2 Terumo Corp (Brand Only)			

5.1.1.1	Size	5cc 20 G X 1.5"	1	BX	\$_____	\$_____
5.1.1.2	Size	3cc 22 G X 1"	150	BX	\$_____	\$_____
5.1.1.3	Size	3cc 22 G X 1.5"	1	BX	\$_____	\$_____
5.1.1.4	Size	3cc 23 G X 1"	200	BX	\$_____	\$_____
5.1.1.5	Size	1cc 25 G X 5/8"	100	BX	\$_____	\$_____
5.1.1.6	Size	1cc 26 G X C 3/8"	35	BX	\$_____	\$_____
5.1.1.7	Size	1cc 26 G X 3/8" TB	1	BX	\$_____	\$_____

BRAND/NUMBER: _____

STATE PACKAGING: _____

	<u>Quantity</u>	<u>Unit of Measure</u>	<u>Unit Price</u>	<u>Total Amount</u>		
5.1.2	Needle, disposable, non- latex with needle protection device, 100/BX. Needle locking mechanism to reduce Needle sticks. Audibile click to indicated device activation. One hand activation. Tamper evident packaging. Hub fits all luer lock and luer slip syringes. SurGuard 2 Terumo Corp (Brand Only)					
5.1.2.1	Size	18 G X 1.5"	1	BX	\$_____	\$_____

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5.1.2.2	Size	20 G X 1.5"	6	BX	\$_____	\$_____
5.1.2.3	Size	21 G X 1.5"	16	BX	\$_____	\$_____
5.1.2.4	Size	22 G X 1"	4	BX	\$_____	\$_____
5.1.2.5	Size	22 G X 1.5"	4	BX	\$_____	\$_____
5.1.2.6	Size	23 G X 1"	300	BX	\$_____	\$_____
5.1.2.7	Size	25 G X 5/8"	60	BX	\$_____	\$_____
5.1.2.8	Size	25 G X 1"	60	BX	\$_____	\$_____
5.1.2.9	Size	26 G X 1/2"	10	BX	\$_____	\$_____

BRAND/NUMBER: _____

STATE PACKAGING: _____

			<u>Quantity</u>	<u>Unit of Measure</u>	<u>Unit Price</u>	<u>Total Amount</u>
5.1.3	Syringe, luer lock, sterile, non-latex, 100/BX.. Surguard2 Terumo Corp (Brand Only)					
5.1.3.1	Size 10cc		1	BX	\$_____	\$_____
5.1.3.2	Size 30cc		1	BX	\$_____	\$_____

BRAND/NUMBER: _____

STATE PACKAGING: _____

INVITATION AND BID Continuation	CITY OF PHILADELPHIA PROCUREMENT DEPARTMENT PHILADELPHIA, PA 19102 - 1685	BID NUMBER S2Z57610	PAGE OF 31 97
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5.1.4 Monoject Blood Collect Needle
21G x 1". 100/Box.
Kendall Healthcare #8881216025 for ref.

5 BX \$_____ \$_____

BRAND/NUMBER: _____

STATE PACKAGING: _____

5.1.5 Blood Collection Needle Medfusion Multisample
21 G X 1", 100/BX.

5 BX \$_____ \$_____

BRAND/NUMBER: _____

STATE PACKAGING: _____

		<u>Quantity</u>	<u>Unit of Measure</u>	<u>Unit Price</u>	<u>Total Amount</u>
5.1.6	Vacutainer Blood Collection CELL SET W/LUER 23G X 3/4". Becton-Dickinson #367253 for ref.	12	EA	\$_____	\$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.7 Infusion Set, 23G X 3/4" butterfly needle with

INVITATION AND BID Continuation	CITY OF PHILADELPHIA PROCUREMENT DEPARTMENT PHILADELPHIA, PA 19102 - 1685	BID NUMBER S2Z57610	PAGE OF 32 97
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plastic wing clip, 12" plastic tubing; 50/Box.

1 BX \$_____ \$_____

BRAND/NUMBER: _____

STATE PACKAGING: _____

5.1.8 Infusion Set., Surflo Winged
3.5" 21G X 3/4", 100/BX.
Terumo Corp (Brand Only)
#SV21BLS

2 BX \$_____ \$_____

BRAND/NUMBER: _____

STATE PACKAGING: _____

	<u>Quantity</u>	<u>Unit of Measure</u>	<u>Unit Price</u>	<u>Total Amount</u>
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5.1.9 Infusion Set 25G X 3/4",
butterfly needle with plastic wing clip,
12" plastic tubing; 50/Box.

2 BX \$_____ \$_____

BRAND/NUMBER: _____

STATE PACKAGING: _____

5.1.10 Infusion Set., Surflo Winged
12" 22G X 3/4", 100 / box
Terumo Corp (Brand Only)
#SV22BLK

2 BX \$_____ \$_____

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BRAND/NUMBER: _____

STATE PACKAGING: _____

5.1.11 Surshield Blood Collection Set;
25G X 3/4", 12" tubing angel
wing Sf; 50/box
Terumo Corp (Brand Only)
#MN*SVS25B30

15 BX \$ _____ \$ _____

BRAND/NUMBER: _____

STATE PACKAGING: _____

	<u>Quantity</u>	<u>Unit of Measure</u>	<u>Unit Price</u>	<u>Total Amount</u>
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5.1.12 Surshield Blood Collection Set;
21G X 3/4", 12" tubing angel
wing Sf; 50/box
Terumo Corp (Brand Only)
#MN*SVS21B30

15 BX \$ _____ \$ _____

BRAND/NUMBER: _____

STATE PACKAGING: _____

5.1.13 Suture Removal Kit,
Sterile Lift. Busse Hospital

INVITATION AND BID Continuation	CITY OF PHILADELPHIA PROCUREMENT DEPARTMENT PHILADELPHIA, PA 19102 - 1685	BID NUMBER S2257610	PAGE OF 34 97
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Disposable #718 for ref.

120 EA \$_____ \$_____

BRAND/NUMBER: _____

STATE PACKAGING: _____

5.1.14 Skin Staple Remover Kit,
Busse Hospital Disposable #716 for ref,

196 EA \$_____ \$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.15 Stitch Cutter, sterile, box,
100/box
Cincinnati Surgical Co. #14 for ref.

5 BX \$_____ \$_____

BRAND/NUMBER: _____

STATE PACKAGING: _____

	<u>Quantity</u>	<u>Unit of Measure</u>	<u>Unit Price</u>	<u>Total Amount</u>
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5.1.16 Coat, laboratory, men's 65% polyester, 35% combed cotton, poplin, white; knee length coat style, 41" (based on size 40); single breasted button front, with laundry proof buttons, reinforced side slits; full length sleeves, one breast and 2 front patch pockets; bar tacking at stress points. Without back vent. Fashion Seal #485 for ref.

5.1.16.1 Size 32 5 EA \$_____ \$_____

INVITATION AND BID Continuation	CITY OF PHILADELPHIA PROCUREMENT DEPARTMENT PHILADELPHIA, PA 19102 - 1685	BID NUMBER S2Z57610	PAGE OF 35 97
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5.1.16.2	Size 34	2	EA	\$_____	\$_____
5.1.16.3	Size 36	4	EA	\$_____	\$_____
5.1.16.4	Size 38	3	EA	\$_____	\$_____
5.1.16.5	Size 40	2	EA	\$_____	\$_____
5.1.16.6	Size 42	5	EA	\$_____	\$_____
5.1.16.7	Size 44	2	EA	\$_____	\$_____
5.1.16.8	Size 46	2	EA	\$_____	\$_____
5.1.16.9	Size 48	2	EA	\$_____	\$_____
5.1.16.10	Size 50	1	EA	\$_____	\$_____
5.1.16.11	Size 54	10	EA	\$_____	\$_____
5.1.16.12	Size 58	10	EA	\$_____	\$_____

BRAND/NUMBER: _____

STATE PACKAGING: _____

				<u>Quantity</u>	<u>Unit of Measure</u>	<u>Unit Price</u>	<u>Total Amount</u>
5.1.17	Coat, laboratory, women's; 65% polyester, 35% combed cotton, poplin, white; waist length coat style; 39 1/2", single breasted button front, with laundry proof buttons, full length sleeves, one breast and 2 front patch pockets. Bar tacking at stress points. Attached two-piece back belt, with back vent.						
5.1.17.1	Size 12	5	EA			\$_____	\$_____
5.1.17.2	Size 14	5	EA			\$_____	\$_____

INVITATION AND BID Continuation	CITY OF PHILADELPHIA PROCUREMENT DEPARTMENT PHILADELPHIA, PA 19102 - 1685	BID NUMBER S2Z57610	PAGE OF 36 97
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5.1.17.3	Size 16	5	EA	\$_____	\$_____
5.1.17.4	Size 18	5	EA	\$_____	\$_____
5.1.17.5	Size 20	5	EA	\$_____	\$_____
5.1.17.6	Size 22	5	EA	\$_____	\$_____
5.1.17.7	Size 24	5	EA	\$_____	\$_____
5.1.17.8	Size 26	5	EA	\$_____	\$_____
5.1.17.9	Size 28	5	EA	\$_____	\$_____
5.1.17.10	Size 30	5	EA	\$_____	\$_____
5.1.17.11	Size 32	5	EA	\$_____	\$_____

		<u>Quantity</u>	<u>Unit of Measure</u>	<u>Unit Price</u>	<u>Total Amount</u>
5.1.17.12	Size 34	5	EA	\$_____	\$_____
5.1.17.13	Size 36	5	EA	\$_____	\$_____
5.1.17.14	Size 38	5	EA	\$_____	\$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.18	Disposable Lab Coats-Small, case, Busse Hospital Disposable #224 for ref. 30/case	5	CA	\$_____	\$_____
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BRAND/NUMBER _____

INVITATION AND BID Continuation	CITY OF PHILADELPHIA PROCUREMENT DEPARTMENT PHILADELPHIA, PA 19102 - 1685	BID NUMBER S2Z57610	PAGE OF 37 97
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STATE PACKAGING: _____

5.1.19 Disposable Lab Coats - Medium, case,
Busse Hospital Disposable #224 for ref.
30/case

5 CA \$_____ \$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.20 Disposable Lab Coats- Large, case,
Busse Hospital Disposable #227 for ref.
30/case

5 CA \$_____ \$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

		<u>Quantity</u>	<u>Unit of Measure</u>	<u>Unit Price</u>	<u>Total Amount</u>
5.1.21	Disposable Lab Coats- X-Large, case, Busse Hospital Disposable #228 for ref. 30/case	34	CA	\$_____	\$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.22 X-RAY JACKETS, DISPOSABLE
Jacket, X-Ray, disposable,
sleeveless, back opening,
self-tie, strip of self
fabric approx. 1/2" wide
to be sewn securely around
neck portion and to extend
approx. 12" each side

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to form tie closure. Color.
Solid White Fabric: Spun
bonded Olefin (Tyvek),
1.002 gauge per yd.,
5 mil thickness, Mullen
burst 45. To meet
requirements of Federal
Flammable Fabrics Act
CS-191-53 and tests for
Class I textiles as
outlined in NFPA Bulletin #702.

Dimensions:

Length: 30" (Middle top
front to middle bottom front)

Width: 32" (top across
the shoulders at the widest point)

Width: 30" (bottom at
the widest point)
sleeveless opening approx.
28" circumference. 50
per case.

<u>Quantity</u>	<u>Unit of Measure</u>	<u>Unit Price</u>	<u>Total Amount</u>
-----------------	------------------------	-------------------	---------------------

2	CA	\$_____	\$_____
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BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.23 Exam Gown X Large, disposable, case
(Blue) Graham #48823 for ref
50/case

67	CA	\$_____	\$_____
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BRAND/NUMBER_____

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STATE PACKAGING: _____

5.1.24 Examination Gowns
disposable, sleeveless,
front or back opening,
self tie at neck,
securely stitched at top
shoulder seam; strip of
self fabric approx. 1/2"
wide to be sewn securely
around neck portion and to
extend 7-1/2" each to side
from tie closure; self
closure; self fabric, waist
ties securely stitched at
back, fabric spun banded.

	<u>Quantity</u>	<u>Unit of Measure</u>	<u>Unit Price</u>	<u>Total Amount</u>
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Glefin (Tyvex 1422).
1,002 gauge per yard 5 mil.
Thickness Mullen burst 45
To meet requirements of Fed.
Flammable Fabrics Act

CS0191-53 and tests for
class textiles as outlined
in NFPA Bulletin #702,
washable, 3 times
min. dimensions: length
approx. 42 X 30", 50/case
Graham Medical #229 for ref.

30	CA	\$_____	\$_____
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BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.25 Gown, impervious

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(fluid repellent), 50/case
Busse Hospital Disposable #199 for ref.

2 CA \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING_____

5.1.26 Exam Drape, Poly Lined, 1 ply Tissue, Stretcher Sheet,
40" x 60", 100 per case
Tidi Products LLC
#980926 for ref.

600 CA \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

	<u>Quantity</u>	<u>Unit of Measure</u>	<u>Unit Price</u>	<u>Total Amount</u>
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5.1.27 Depo-Provera Contraceptive
Injection. 150 mg/ml;
Pfizer Pharmaceutical for ref.

10 ML \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.28 Evra Tablets, oral contraceptive;
21 Day supply; 48 per case

10 CA \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.29 Micronor Tablets, oral contraceptive;

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21 Day supply; 120 per case

10

CA

\$_____

\$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.30 Tri-Norinyl Tablets, oral contraceptive;
21Day supply; 120 per case

10

CA

\$_____

\$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

<u>Quantity</u>	<u>Unit of Measure</u>	<u>Unit Price</u>	<u>Total Amount</u>
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5.1.31 Nuva Ring, Diaphragm;
3 per box

10

BX

\$_____

\$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.32 Paragard Intrauterine Device;

10

EA

\$_____

\$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.33 Vaginal Contraceptive Film;
9 films per pack

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10 PK \$_____ \$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.34 VCF Foam, Spermicide Contraceptive;
40gm can

10 CN \$_____ \$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

	<u>Quantity</u>	<u>Unit of Measure</u>	<u>Unit Price</u>	<u>Total Amount</u>
5.1.35 QuickVue One Step HCG non retu Urine test. 25/BX. Henry Schein Inc. #4580985009 for ref.	150	BX	\$_____	\$_____

BRAND/NUMBER: _____

STATE PACKAGING: _____

5.1.36 Exam Light Bulb for Brewer
Incandescent Exam Light #15100; 1/ box
Express Medical Supplies
#327295 for ref.

50 BX \$_____ \$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.37 Dermatological Exam Light, in-depth,
glare-free image of the skin,
75 mm lens offering a magnification of 2x,
40 light emitting diodes (LED), cross polarization
Lumino DermLite as reference
3Gen, LLC #LUM for ref.

8 EA \$_____ \$_____

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BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.38 Penlight, disposable, high-intensity
prefocused lens end bulb, plastic sleeve
6/ pk
Medline Industries, Inc # MDS131040 for ref.

16 PK \$_____ \$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.39 Light Bulb 60watts, 130V
4/ pk
Bulbtronics, Inc #SL60A19IF130V

8 PK \$_____ \$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.40 Compound, Cleaning,
4 lb. Box,
Alconox Inc #1104for ref.

10 BX \$_____ \$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.41 Disinfectant Surface Solution, Cavicide,
1 Gallon; Metrex/Total Care #13-1000 for ref.

2 GA \$_____ \$_____

BRAND/NUMBER _____

<u>Quantity</u>	<u>Unit of Measure</u>	<u>Unit Price</u>	<u>Total Amount</u>
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BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.46 Bleach, Sodium Hypochlorite, Industrial Use
Liquid,3%, 1 gallon, 4 gallons/case

250 CA \$_____ \$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

	<u>Quantity</u>	<u>Unit of Measure</u>	<u>Unit Price</u>	<u>Total Amount</u>
5.1.47 Disinfectant Spray, 12 oz, each Lysol Brand for ref.	50	EA	\$_____	\$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.48 Windex Ready -to-Use
32 OZ.
Johnson Diversey #DRK90135 for ref.

40 EA \$_____ \$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.49 Towelettes, Antiseptic, Germicide,
Large, 160 / canister
Henry Schein Inc #P68372 for ref.

160 EA \$_____ \$_____

BRAND/NUMBER _____

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STATE PACKAGING:_____

5.1.50 Hand Soap for 800 ml refills for
Wall Dispenser
Healthlink #7778 for ref.

150 EA \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

	<u>Quantity</u>	<u>Unit of Measure</u>	<u>Unit Price</u>	<u>Total Amount</u>
5.1.51 Instant Hand Sanitizer 800ml refills for Wall Dispenser, Healthlink #7777 for ref.	1000	EA	\$_____	\$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.52 Alcohol, Isopropyl, 70%,
Gallon/Container 100 GA \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.53 Alcohol, Isopropyl, 91%,
Gallon/Container 10 GA \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.54 Blade, Lancet #11, 10/Pkg.

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Miltex for reference. 10 PK \$_____ \$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.55 Blade, Lancet, Safe-T-Pro
200/Bx., Roche
for reference. 10 BX \$_____ \$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

	<u>Quantity</u>	<u>Unit of Measure</u>	<u>Unit Price</u>	<u>Total Amount</u>
5.1.56 Blades, Mini, N/S, Chisel, #64, 24/Box; Myco Medical Supplies #2002-64 for ref.	1	BX	\$_____	\$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.57 Blades, Chisel,
#312, 12/Box
Myco Medical Supplies
#2003-312 for ref. 21 BX \$_____ \$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.58 Blades, Chisel,
#314, 12/Box
Myco Medical Supplies #2003-314 for ref.
10 BX \$_____ \$_____

BRAND/NUMBER _____

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STATE PACKAGING: _____

5.1.59 Blades, Chisel,
#316,
12/Box
MycoMedical Supplies #2003-316 for ref.
20 BX \$_____ \$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

	<u>Unit of Quantity</u>	<u>Unit Measure</u>	<u>Total Price</u>	<u>Amount</u>
5.1.60 Blades, Mini, N/S, Chisel, #61, 12/Box; Myco Medical Supplies, #2002-61 for ref.	10	BX	\$_____	\$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.61 Blades, Surgical, Scapel, N/S, #10,
C&A Scientific Co. #9310 for ref.
500 EA \$_____ \$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.62 Inhalant, Ammonia for resuscitation.
10 ampules/Box.
Pacc-Kit Safety Equipment
#9-001 for ref. 18 BX \$_____ \$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

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5.1.63 Iodine Solution, 2 oz. Bottle. 8 BO \$_____ \$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

	<u>Quantity</u>	<u>Unit of Measure</u>	<u>Unit Price</u>	<u>Total Amount</u>
5.1.64 Povidine Iodine Solution, 16 oz./ Bottle. Aplicare, Inc #82-226 for ref.	40	BO	\$_____	\$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.65 Scissors, bent & bandage,
5-1/2" Chanby, Inc for ref. 5 EA \$_____ \$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.66 Scissors, Straight, 5 1/2"
Chanby, Inc. for ref. 2 EA \$_____ \$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

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5.1.67 Scissors Mayo
6-3/4 Curved.
J & J Instruments Inc #22-1615 for ref.
4 EA \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

	<u>Quantity</u>	<u>Unit of Measure</u>	<u>Unit Price</u>	<u>Total Amount</u>
5.1.68 Tape, Indicator Autoclave, 60yd x 3/4" RL; Propper #268005 for ref.	6	RL	\$_____	\$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.69 Tourniquet, Non-Latex, 1" x 18"
Tubing, Surgical.
1 BX \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.70 Tourniquet rubber velco
Adult 14 X 1"
3 EA \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

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5.1.71 Thermometer, single use,
oral must be "Tempa Dot"-
only. 100/box. 955 BX \$_____ \$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

	<u>Quantity</u>	<u>Unit of Measure</u>	<u>Unit Price</u>	<u>Total Amount</u>
5.1.72 Probe Cover for Suretemp thermometer 250/BX. Welch-Allyn #05031-110 for ref.	395	BX	\$_____	\$_____

BRAND/NUMBER: _____

STATE PACKAGING: _____

5.1.73 Sheath, thermometer, oral, single use;
100/box.
Henry Schein Inc #D100-2 for ref.
32 BX \$_____ \$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.74 Sheath, thermometer, rectal, single use;
100/box.
16 BX \$_____ \$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.75 Thermometer, Digital, gives accurate reading in

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60 seconds. Beeps when peak temperature is reached. Battery and plastic case included. Henry Schein Inc. #71-608-000 for ref.

10 EA \$_____ \$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

		<u>Quantity</u>	<u>Unit of Measure</u>	<u>Unit Price</u>	<u>Total Amount</u>
5.1.76	Bandage, Elastoplast, 1", roll, 12/Box	6	RL	\$_____	\$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.77	Bandage, Elastoplast, 2", roll, 12/Box	10	BX	\$_____	\$_____
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BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.78	Bandage, Elastoplast, 3" roll, 12/Box	10	BX	\$_____	\$_____
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BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.79	Bandage, Kling, 2", N/S, 12/Bag	24	BG	\$_____	\$_____
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BRAND/NUMBER _____

STATE PACKAGING: _____

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5.1.80 Celestone Soluspan, 5ML;
Schering Corporation for ref. 7 EA \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

	<u>Quantity</u>	<u>Unit of Measure</u>	<u>Unit Price</u>	<u>Total Amount</u>
5.1.81 Cream, Lotrimin, 1%, 15 gm per Tube	4	EA	\$_____	\$_____

BRAND/NUMBER_____

5.1.82 Cups, Heel, Tulis; Cramer
for ref. 10 EA \$_____ \$_____

BRAND/NUMBER_____

5.1.83 Plastic Heel Cups
(M/F). Cramer Products #082100
3 PR \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.84 Dressing, Duoderm, 4 x 4,
5/Box 1 BX \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.85 Felt, Adhesive, Flesh,
6 x 2-1/2 Yds, 1/8", 12/Box;
Aetna Felt Corporation for ref.

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2 BX \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

	<u>Quantity</u>	<u>Unit of Measure</u>	<u>Unit Price</u>	<u>Total Amount</u>
5.1.86 Mastisol Liquid Adhesive, 2 oz bottle Ferndale Laboratories Inc. #0523-06 for ref.	10	BO	\$_____	\$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.87 Gauze, 1", non-sterile, 24/box; J&J for ref.	1	BX	\$_____	\$_____
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BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.88 Gentian Violet, 2 oz bottle; Humco Holding Group, Inc. #919581 for ref.	6	BO	\$_____	\$_____
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BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.89 Handle, Gillette, #6; Gillette G.I. for ref.	3	EA	\$_____	\$_____
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BRAND/NUMBER_____

STATE PACKAGING:_____

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5.1.90 Hydrogen Peroxide, 16oz/bottle 81 BO \$_____ \$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

<u>Quantity</u>	<u>Unit of Measure</u>	<u>Unit Price</u>	<u>Total Amount</u>
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5.1.91 Lotion, Gordobalm, gallon 3 GA \$_____ \$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.92 Lumicain Solution, 60CC Premier Medical #9045010 for ref. 2 EA \$_____ \$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.93 Marcaine, .5%, 50ML. (047-456), <615 10 EA \$_____ \$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.94 Moleskin, 9"x 4 yds, 12/box 24 BX \$_____ \$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

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5.1.95 Pads, Pre Cut, Pedi,
Narrow (N), 100/Bag;
Aetna Felt Corporation for ref. 1 BG \$_____ \$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

	<u>Quantity</u>	<u>Unit of Measure</u>	<u>Unit Price</u>	<u>Total Amount</u>
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5.1.96 Pads, Telfa, Sterile, 2" x 3",
100/Box 10 BX \$_____ \$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.97 Powder, Desenex, 3 oz 3 EA \$_____ \$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.98 Sheets, Foam Rubber,
1/2"x 21" x 36" 1 EA \$_____ \$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.99 Shield, Toe, Coverlet,
100/Box 6 BX \$_____ \$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.100 Toe Shield, Flex-Band,
2.5" x 1-3/8". 100/BX.
Hartmann USA #46120000 6 BX \$_____ \$_____

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BRAND/NUMBER: _____

STATE PACKAGING: _____

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		<u>Quantity</u>	<u>Unit of Measure</u>	<u>Unit Price</u>	<u>Total Amount</u>
5.1.101	Solution, Betadine, 16 oz. /bottle	41	BO	\$_____	\$_____
	BRAND/NUMBER _____				
	STATE PACKAGING: _____				
5.1.102	Triamcinolone, Injection, 40 MG/ML. 5 ML	2	EA	\$_____	\$_____
	BRAND/NUMBER _____				
	STATE PACKAGING: _____				
5.1.103	Tube Gauze Roll, White, 7/8" x 50 yd Medical Action Industries #684392 for ref.	1	EA	\$_____	\$_____
	BRAND/NUMBER _____				
	STATE PACKAGING: _____				
5.1.104	Tubifoam, #3, 3/4", Uniform, 12' Roll	50	RL	\$_____	\$_____
	BRAND/NUMBER _____				
	STATE PACKAGING: _____				
5.1.105	Tubifoam, #5, 1", Uniform, Roll	1	RL	\$_____	\$_____
	BRAND/NUMBER _____				
	STATE PACKAGING: _____				
			Unit of	Unit	Total

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		<u>Quantity</u>	<u>Measure</u>	<u>Price</u>	<u>Amount</u>
5.1.106	Xylocaine, 2%, Plain, 50CC, 25/Pkg.	3	PK	\$_____	\$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.107	Plastic Basin, 12 1/2" x 10" x 4 1/2"	5	EA	\$_____	\$_____
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BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.108	Percussion Hammer Chanby, Inc #CH349 for ref.	2	EA	\$_____	\$_____
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BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.109	EKG paper for Burdick, 216mm x 183', red grid, 10 pkg/case Precision Charts Inc #007868 for ref.	15	CA	\$_____	\$_____
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BRAND/NUMBER _____

STATE PACKAGING: _____

<u>Quantity</u>	<u>Unit of Measure</u>	<u>Unit Price</u>	<u>Total Amount</u>
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5.1.110 Paper, EKG, Burdick
50 x 150', blackgrid
Precision Charts Inc #007957 for ref.
2 EA \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.111 EKG Paper for WELCH ALLYN CP 100 EKG Machine,
10Pkg/Case,
80 CA \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.112 EKG Paper for GE Medical Systems 1000,
175 each/ pkg, 10 Pkg/case,
GE Medical Systems #22616606 for ref.
80 CA \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.113 Electrode Tab for WELCH ALLYN
CP 100 EKG Machine , 100/Pk,
Henry Schein Inc #1028339 for ref.
115 PK \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

Unit of Unit Total

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	<u>Quantity</u>	<u>Measure</u>	<u>Price</u>	<u>Amount</u>
5.1.114 Electrode Tab Resting for GE Medical Systems 1000 100/Pack	90	PK	\$_____	\$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.115 Electrodes, Disposable 1000/CASE. PAL Medical Instruments #13943B for ref.	8	CA	\$_____	\$_____
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BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.116 EKG Cable, Burdick #007157 for ref.	1	EA	\$_____	\$_____
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BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.117 EKG Cable, for WELCH ALLYN CP 100 EKG Machine.	1	EA	\$_____	\$_____
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BRAND/NUMBER _____

STATE PACKAGING: _____

<u>Quantity</u>	<u>Unit of Measure</u>	<u>Unit Price</u>	<u>Total Amount</u>
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5.1.118 EKG Cable, for GE Medical Systems 1000

1 EA \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.119 Airline Misty-Neb Nebulizer
7' Tube with T Adapter,
50/case
Carefusion Corp #002434 for ref.

30 CA \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.120 Mask, Nebulizer Aerosol, Pediatric, case,
50/case
Unomedical #220 for ref.

50 CA \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.121 Mask, Nebulizer Aerosol, Adult, case,
Unomedical #100-E for ref.
50/case

60 CA \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

Quantity Unit of Measure Unit Price Total Amount

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5.1.122 Dispenser for Disposable Specula, each,
Welch-Allyn #52400 for ref.
3 EA \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.123 Specula, Pediatric 2.5mm, case,
1000/bx, 10bx/case
Medical Disposables Lab #250 for ref.
1 BX \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.124 Specula, Regular 4mm, case,
1000/bx, 10bx/case
Medical Disposables Lab #7400 for ref.
12 BX \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.125 Spoon Dropper for Liq Tylenol, box,
100/box
Medi, Inc #10-870-00 for ref.
1 BX \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

Quantity Unit of Measure Unit Price Total Amount

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5.1.126 Medicine cups, graduated 1oz.
100/pack
Dynarex Corp #4252 for ref.
35 PH \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.127 Cups, plastic 3.5oz
1000/case
Tidi Products LLC #9241 for ref.
1 CA \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.128 Exam Table paper, Crepe 18" x 125', case,
12 rolls/case
De Healthcare Products # 979986S for ref.
392 CA \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.129 Exam Table paper, White, Heavy 18" x 225', case,
12 rolls/case
Henry Schein Inc. # 1046092 for ref.
392 CA \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

Quantity Unit of Measure Unit Price Total Amount

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5.1.130 Glucose Tablets, Orange flavor
10 bottle
Amerisource Bergen OTC #340947 for ref
36 BO \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.131 Flexible Ear Loop, box,
50/box
Bionix Medical Technology #9555 for ref.
31 BX \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.132 Snellin Eye Chart, Plastic, each,
14" x 9", Tech-MedServices,
Inc. #3062 for ref. 1 EA \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.133 Illiterate E Eye Chart, plastic, 22 x 11, each,
Tech-Med Services, Inc. #3051 for ref.
1 EA \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

Unit of **Unit** **Total**
Quantity **Measure** **Price** **Amount**

5.1.134 Eye Chart, Kindergarten
Graham-Field/Everest & Jennings #1243 for ref.

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1 EA \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING_____

5.1.135 Chemstrip Bg test Strips, bottle,
100/box
Diagnostic Test Group #DTG-10SG for ref.

1 BX \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.136 Urine Collector
(Pediatric Lil-Katch Kit), 50/box,
Precision Dynamics Corp. #05002-00-MCF for ref.
100/case

3 BX \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.137 Urine Collector, non-sterile, 90 ml,
300 each/case
Fisher No. 13-711-51 for ref.

100 CA \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

Quantity Unit of Measure Unit Price Total Amount

5.1.138 Urine Collector, sterile, 90 ml,
300 each/case
Fisher for reference

100 CA \$_____ \$_____

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BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.139 Sticky Tapes for Sensor, box,
Medicaid for ref.
100/box 5 BX \$_____ \$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.140 Bandages, elastic, stretched,
rubber reinforced 5 yds. 2", case,
Medline Industries Inc. #MDS055002 for ref
50/case 210 CA \$_____ \$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.141 Bandages, elastic, stretched,
rubber reinforced 5 yds. 3", case,
Medline Industries #MDS055003 for ref.
50/case 320 CA \$_____ \$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

Quantity Unit of Measure Unit Price Total Amount

5.1.142 Bandages, elastic, stretched,
rubber reinforced 5 yds. 4", case,
Medline Industries #MDS055004 for ref.
50/case 310 CA \$_____ \$_____

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BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.143 Dressing, Telfa pads, pre-wrapped, sterile,
box, 3" x 4", 50 box
Kendall Company #1050 for ref.
100/box 20 BX \$_____ \$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.144 Band-Aid adhesive plastic, 1" x 3",
sterile,
100/box, 12 boxes/case
J & J #5644 for ref. 602 BX \$_____ \$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.145 Tape, Adhesive, non-allergic,
1" x 10 yards,
Boxes/cases
6 roll/box, 12 box/case
24 CA \$_____ \$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

	<u>Quantity</u>	<u>Unit of Measure</u>	<u>Unit Price</u>	<u>Total Amount</u>
5.1.146 Tape, Adhesive, non-allergic, 2" x 10 yards, 6 roll/box, 12 box/case	24	CA	\$_____	\$_____
BRAND/NUMBER _____				

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STATE PACKAGING: _____

5.1.147 Tapes, Adhesive, paper,
surgical, 1" x 10 Yards,
12 rolls/box;
12 boxes/case
Henry Schein Inc. #1019673 for ref.
16 CA \$ _____ \$ _____

BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.148 Tape, Adhesive, paper, surgical,
2"x 10 yards,
6 roll/box, 10 boxes/case
Henry Schein Inc. #1011332 for ref.
36 CA \$ _____ \$ _____

BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.149 Tape, Adhesive, 1" x 10 yards,
12/Box
Henry Schein Inc. #200WH1 for ref.
2 BX \$ _____ \$ _____

BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.150 Tape, Adhesive, 2" x 10 yards,
12/Box 5 BX \$ _____ \$ _____

BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.151 Tape, Durapore, 2", 6/Box 6 BX \$ _____ \$ _____

BRAND/NUMBER _____

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STATE PACKAGING: _____

5.1.152 Tape, Micropore, 1" x 10 yd
12/Box 16 BX \$_____ \$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.153 Tape, Micropore,
1-1/2", 12/Box 2 BX \$_____ \$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.154 Tape, Cloth Surgical
1" x 10" YD. 12/BX
Henry Schein Inc. #1012323 for ref.
1 BX \$_____ \$_____

BRAND/NUMBER: _____

STATE PACKAGING: _____

	<u>Quantity</u>	<u>Unit of Measure</u>	<u>Unit Price</u>	<u>Total Amount</u>
5.1.155 Gauze pads, sterile, 2 x 2", 8 ply 3000/case Dynarex Corporation # 3322 for ref.	47	CA	\$_____	\$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

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5.1.156 Gauze pads, sterile, 12 ply,
4" x 4", case, 50/box; 24 boxes/case
Henry Schein Inc. # 1010005 for ref.
1 CA \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.157 Cotton Balls-rayon not acceptable-
large size, 2000/case
Henry Schein Inc 1001491 for ref.
31 CA \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.158 Sponges, all gauze, non-sterile,
3" x 3" 8 ply, case, 4000/case
Dynarex Corporation #3232 for ref.
20 CA \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

<u>Quantity</u>	<u>Unit of Measure</u>	<u>Unit Price</u>	<u>Total Amount</u>
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5.1.159 Sponges, all gauze, non-sterile,
4" x 4" 8 ply,
Dynarex Corporation #3242 for ref.
200/Pk; 20 pk/case
100 PK \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

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5.1.160 Sponges, all gauze, Sterile 2's, 8 ply
4 x 4, 25/Box. Dynarex Corporation
#3342 for ref.

80 BX \$_____ \$_____

BRAND/NUMBER: _____

STATE PACKAGING: _____

5.1.161 Sponges, all gauze, Sterile 2's, 12 ply
4 x 4, 25/Box. Dynarex Corporation # 3343 for ref.

35 BX \$_____ \$_____

BRAND/NUMBER: _____

STATE PACKAGING: _____

5.1.162 Alcohol wipes, sterile,
individual Foil packets,
surgically pure, cotton felt,
saturated with alcohol,
200/box; 20 boxes/case
Henry Schein Inc #1048298 for ref.

2976 BX \$_____ \$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

<u>Quantity</u>	<u>Unit of Measure</u>	<u>Unit Price</u>	<u>Total Amount</u>
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5.1.163 Applicators, cotton tip, 6" NON-STERILE,
box, 1000/box
Henry Schein Inc. #1009175 for ref.

20 BX \$_____ \$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

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5.1.164 Applicators cotton tipped, 6", packed 2's,
sterile; case, 2000/box
Henry Schein Inc #1009249 for ref.
22 BX \$_____ \$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.165 Applicators, plains wood, 6",
1000/box, 20 boxes/case
Henry Schein Inc. #1009485 for ref.
1 BX \$_____ \$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.166 Applicator, silver nitrate, wood, 6", vial,
100 / vial
Graham-Field/Everest & Jennings #1590 for ref.
12 VI \$_____ \$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

<u>Quantity</u>	<u>Unit of Measure</u>	<u>Unit Price</u>	<u>Total Amount</u>
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5.1.167 Blades, tongue, wood, Regular, 6" long,
Non-sterile, Wrapped, 250/box
AMD Ritmed #55600 for ref.
36 BX \$_____ \$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.168 Mask, Paper, Elastic Ear Loop, Blue
50/Box.

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Henry Schein Inc #1043809 for ref.

100 BX \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.169 Tape measure, disposable, case,
paper in 1/4" on one side and 1/2
centimeters on other. 36" size, 1000/case
Tech-Med Services, Inc #4412 for ref.

4 CA \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.170 5 quart container, each

3 EA \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

	<u>Quantity</u>	<u>Unit of Measure</u>	<u>Unit Price</u>	<u>Total Amount</u>
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5.1.171 Nail Nipper, 5 1/2"
Chrome Spring

2 EA \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING_____

5.1.172 Toenail Clipper.
Graham-Field/Everest & Jennings

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#80-1790-2 for ref. 2 EA \$_____ \$_____

BRAND/NUMBER: _____

STATE PACKAGING: _____

5.1.173 PH TEST strips
100/pack.
Fisher Scientific Co. #M95903 for ref.
2 PK \$_____ \$_____

BRAND/NUMBER _____

STATE PACKAGING _____

5.1.174 Cytology brushes
100/PK
Puritan Medical Products #2199 for ref.
2 PK \$_____ \$_____

BRAND/NUMBER _____

STATE PACKAGING _____

	<u>Quantity</u>	<u>Unit of Measure</u>	<u>Unit Price</u>	<u>Total Amount</u>
5.1.175 Ammonia inhalant capsules. 10/bx.	10	BX	\$_____	\$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.176 Cytology fixative pump
4 OZ. Andwin Scientific #930022 for ref.
5 EA \$_____ \$_____

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BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.177 Blood Pressure Cuff with tubing, non-latex,
Inflation System complete, adult
American Diagnostic Corp. #860x for ref.
80 EA \$ _____ \$ _____

BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.178 Blood Pressure Cuff with tubing, non-latex,
Inflation System complete, child
American Diagnostic #860CLF for ref.
40 EA \$ _____ \$ _____

BRAND/NUMBER _____

STATE PACKAGING: _____

	<u>Quantity</u>	<u>Unit of Measure</u>	<u>Unit Price</u>	<u>Total Amount</u>
5.1.179 Blood Pressure Cuff with tubing, non-latex, Inflation System complete, infant	8	EA	\$ _____	\$ _____

BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.180 Blood Pressure Cuff with tubing, non-latex,
Inflation System complete, thigh
16 EA \$ _____ \$ _____

BRAND/NUMBER _____

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STATE PACKAGING: _____

5.1.181 Blood Pressure Cuff with tubing, non-latex,
Inflation System complete, large arm
10 EA \$ _____ \$ _____

BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.182 Bulb and Valve, replacement, non-latex,
2 EA \$ _____ \$ _____

BRAND/NUMBER _____

STATE PACKAGING: _____

	<u>Quantity</u>	<u>Unit of Measure</u>	<u>Unit Price</u>	<u>Total Amount</u>
5.1.183 Wall mounted, Aneroid, Non-latex, 300mm HG Swivel type, 110 degree arc, sphygmomanometer, meets ANSI/AAMI SP-10 for accuracy and performance, Adult cuff and tubing, complete with large basket. W A Baum Co Inc. #0950NL for ref.	60	EA	\$ _____	\$ _____

BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.184 Blood Pressure Cuff with Tubing, non latex,
Adult for W A Baum Co Inc. #0950NL

INVITATION AND BID Continuation	CITY OF PHILADELPHIA PROCUREMENT DEPARTMENT PHILADELPHIA, PA 19102 - 1685	BID NUMBER S2Z57610	PAGE OF 78 97
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30 EA \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.85 Blood Pressure Cuff with Tubing, non latex,
Child for W A Baum Co Inc. #0950NL

30 EA \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.186 Digit Finger Oximeter, Portable,
lightweight, pocket-sized monitor,
reliable SpO2, pulse rate and pulse
measurements
Smith's Medical PM #3420YD for ref.

16 EA \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

	<u>Quantity</u>	<u>Unit of Measure</u>	<u>Unit Price</u>	<u>Total Amount</u>
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5.1.187 Tubing Extender 8 FT. W/CONNECTORS

12 EA \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.188 Amies Gel Swab w/o charcoal
double swab 50/PK.
B-DMicrobiology #220117 for ref

2 PK \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

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5.1.189 Vacutainer Red
Top, 10ML. 100/BX
Becton-Dickinson #366430 for ref

4 BX \$_____ \$_____

(Note: Safety needle required)

BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.190 Vacutainer Red
Top, 4ML. 100/BX

1 BX \$_____ \$_____

(Note: Safety needle required)

BRAND/NUMBER_____

STATE PACKAGING:_____

	<u>Quantity</u>	<u>Unit of Measure</u>	<u>Unit Price</u>	<u>Total Amount</u>
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5.1.191 Vacutainer Gray
Top, 6ML. 100/BX

1 BX \$_____ \$_____

(Note: Safety needle required)

BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.192 Vacutainer Lavendar
TOP, 100 / BX

1 BX \$_____ \$_____

(Note: Safety needle required)

BRAND/NUMBER_____

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STATE PACKAGING:_____

5.1.193 Vacutainer Brown
TOP, 100 / BX
1 BX \$_____ \$_____
(Note: Safety needle required)

BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.194 Vacutainer Blue
TOP, 100 / BX
1 BX \$_____ \$_____
(Note: Safety needle required)

BRAND/NUMBER_____

STATE PACKAGING:_____

	<u>Quantity</u>	<u>Unit of Measure</u>	<u>Unit Price</u>	<u>Total Amount</u>
5.1.195 Scopettes, Jr 8" 100/BX Birchwood Labs, Inc #34702112 for ref.	4	BX	\$_____	\$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.196 Curette Ear
INFANT SCOOP, 6",
BLUE. 50/BX
Bionic Medical Technology #4888E for ref.
2 BX \$_____ \$_____

BRAND/NUMBER_____

INVITATION AND BID Continuation	CITY OF PHILADELPHIA PROCUREMENT DEPARTMENT PHILADELPHIA, PA 19102 - 1685	BID NUMBER S2Z57610	PAGE OF 81 97
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STATE PACKAGING: _____

5.1.197 Chemstrip Glucose Protein Urinalysis Test Strip
100/BX.
Roche Diagnostics #11895397160 for ref.
117 BX \$ _____ \$ _____

BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.198 Stool Exam 15" polyfoam seat cushion,
21" diameter composite base with 5 legs,
adjustable contoured backrest,
pneumatic height adjustment
Color: Cobalt
30 EA \$ _____ \$ _____

BRAND/NUMBER _____

STATE PACKAGING: _____

	<u>Quantity</u>	<u>Unit of Measure</u>	<u>Unit Price</u>	<u>Total Amount</u>
5.1.199 Specimen Bag, 6 X 9, with pouch & biohazard label 100/PK R D Plastics #B22 for ref.	27	PK	\$ _____	\$ _____

BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.200 Cold Spray 6 Oz.
Cramer Products #033627 for ref.
8 EA \$ _____ \$ _____

BRAND/NUMBER _____

STATE PACKAGING: _____

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5.1.201 Sharps Container A-Gator Red
1 GALLON.
Kendall Company #31143699 for ref.
15 EA \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.202 Sharps Container
Mailbox Style, 5 quart
Kendall Company #8507SA for ref.
2000 EA \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

	<u>Quantity</u>	<u>Unit of Measure</u>	<u>Unit Price</u>	<u>Total Amount</u>
5.1.203 Container, 8 gallons, red finish, Puncture resistant, all plastic Construction, full width hinge for long life, heavy duty foot pedal, self closing lid, bag securing mechanism. McKesson #285585 for ref.	32	EA	\$_____	\$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.204 X-Ray Film, MICROVISION
MAMMOGRAPHY HDRC Plus
18 X 24, 100/Box.
AGFA Healthcare #EMLOV for ref.
95 BX \$_____ \$_____

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BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.205 X-Ray Film, MICROVISION
MAMMOGRAPHY HDRC Plus
24 X 30, 100/Box
AGFA Healthcare #EMLPX for ref.
35 BX \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

	<u>Quantity</u>	<u>Unit of Measure</u>	<u>Unit Price</u>	<u>Total Amount</u>
5.1.206 X-Ray Film Drystar DT2 MAMMOGRAPHY 8 X 10 High-Density, High Contrast, dry Processing film. 100/Box. AGFA Healthcare DRYSTAR AXYS for ref.	15	BX	\$_____	\$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.207 X-Ray Film Drystar DT2 MAMMOGRAPHY 10 X 12 High-Density, High Contrast, dry Processing film. 100/Box AGFA Healthcare DRYSTAR AXYS for ref.	15	BX	\$_____	\$_____
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BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.208 X-Ray Shield Apron, 24" x 34"
McKesson #212990 for ref.
8 EA \$ _____ \$ _____

BRAND/NUMBER _____

STATE PACKAGING: _____

	<u>Quantity</u>	<u>Unit of Measure</u>	<u>Unit Price</u>	<u>Total Amount</u>
5.1.209 WHEELCHAIR 18" Traveler with Legrest Graham-Field/Everest & Jennings #51010100 for ref.	5	EA	\$ _____	\$ _____

BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.210 BALANCE BEAM SCALE with HEIGHT ROD , 500 LB CAPACITY;
¼ LB GRADUATION
Health-O-Meter #402KL for ref.
16 EA \$ _____ \$ _____

BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.211 WALL MOUNTED STADIOMETER
Seca Scales #206 for ref.
8 EA \$ _____ \$ _____

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BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.212 LIDOCAINE HCL Inj MDV
2% 50ML. 25/BOX
Hospira Worldwide, Inc. #427702 for ref.
3 BX \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

	<u>Quantity</u>	<u>Unit of Measure</u>	<u>Unit Price</u>	<u>Total Amount</u>
5.1.213 Surgilube Sterile, 3GM Foil Pack 144/BOX. Savage Labs #00281020543 for ref.	50	BX	\$_____	\$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.214 Specula Vaginal Small
DISPOSABLE. 10/PACK
Henry Schein Inc., #1025396 for ref.
1,000 PK \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.215 Specula Vaginal Medium
DISPOSABLE. 10/PACK
Henry Schein Inc. #1025397 for ref.
700 PK \$_____ \$_____

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BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.216 Specula Vaginal Large
DISPOSABLE. 10/PACK
Henry Schein Inc. #1029422 for ref.
10 PK \$_____ \$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

		<u>Quantity</u>	<u>Unit of Measure</u>	<u>Unit Price</u>	<u>Total Amount</u>
5.1.217	Plastic Shaft 6", 100/BX.	5	BX	\$_____	\$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.218 Oxygen Cannula Nasal
ADULT W/7 FT. TUBE.
Allied Health Care Prod #33239 for ref.
50 EA \$_____ \$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.219 Water Sterile For
IRRIGATION. 500ML
BOTTLE. B. Braun Medical Inc. #R5001-01 for ref.
400 EA \$_____ \$_____

BRAND/NUMBER _____

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STATE PACKAGING:_____

5.1.220 Water, Distilled gallon.
4 Gallons / case
Great Lakes Bottled Water Co. #83113-42 for ref.
96 CA \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

	<u>Quantity</u>	<u>Unit of Measure</u>	<u>Unit Price</u>	<u>Total Amount</u>
5.1.221 SODIUM CHLORIDE 0.9%, Irrig. 1000ML Plastic BOTTLE. B. Braun Medical Inc. #R5200-01	1	BO	\$_____	\$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.222 Coverlet STRIPS
1" X 3" SHEER.
100/BOX.
Beiersdorf/Jobst. Inc. #0231 for ref.
600 BX \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.223 Coverlet, strips ¾" x 3"
100/BX. Beiersdorf/Jobst Inc.
#00230 for ref
590 BX \$_____ \$_____

BRAND/NUMBER:_____

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STATE PACKAGING: _____

5.1.224 Basin Wash Rectangular
TURQUOISE, 8QT.
1 EA \$_____ \$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

	<u>Quantity</u>	<u>Unit of Measure</u>	<u>Unit Price</u>	<u>Total Amount</u>
5.1.225 BIO HAZARD BAGS (Infectious Waste), RED, 8.5 x 11, 100/box Lab Safety Supply #2476 for ref.	80	BX	\$_____	\$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.226 BIO HAZARD BAGS (Infectious Waste), RED, 40 x 46, 1.5 ml thickness, 100 / case Medical Action Industries #F135 for ref.	80	CA	\$_____	\$_____
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BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.227 Uterine Sounds Surgical
Sims 13".
Miltex-Integra Miltex #30-650 for ref.

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3 EA \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.228 Vaccine Flu Prebooked
5ML/10 DOSE VL. 250 VI \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

	<u>Quantity</u>	<u>Unit of Measure</u>	<u>Unit Price</u>	<u>Total Amount</u>
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5.1.229	Vaccine Flu Prefilled SYRINGE 2003 - 2004 N 10/BOX	160	BX	\$_____	\$_____
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BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.230 Gauze, Conforming Stretch
NON STERILE, 6/BOX
Henry Schein Inc. for ref.

5.1.230.1	Size 1" x 4.1 yds	2	BX	\$_____	\$_____
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5.1.230.2	Size 2" x 4.1 yds	2	BX	\$_____	\$_____
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5.1.230.3	Size 4" x 4.1 yds	6	BX	\$_____	\$_____
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5.1.230.4	Size 6" x 4.1 yds	2	BX	\$_____	\$_____
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BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.231	Finger Cots, Non-Latex, Large 144/BX.	52	BX	\$_____	\$_____
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BRAND/NUMBER: _____

STATE PACKAGING: _____

5.1.232 Finger Cots, Non-Latex, Medium 32 BX \$_____ \$_____ 144/BX.

BRAND/NUMBER: _____

STATE PACKAGING: _____

	<u>Quantity</u>	<u>Unit of Measure</u>	<u>Unit Price</u>	<u>Total Amount</u>
5.1.233 Transfer Pipettes, 5 ml, 500/box Fisher 13711-SA for reference	2	BX	\$_____	\$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.234 Microscope Slides – Frosted End,
3" x 1", 72/box
Erie Scientific #3050 for
Ref. 2 BX \$_____ \$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.235 Optical Lens Wipes, 4"x 6", 50 / pk
Henry Schein Inc. #1008362 for ref. 2 PK \$_____ \$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.236 Diagnostic Otoscope Head 3.5V

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1 each
Welch-Allyn for ref.
2 EA \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

	<u>Quantity</u>	<u>Unit of Measure</u>	<u>Unit Price</u>	<u>Total Amount</u>
5.1.237 Diagnostic Ophthalmoscope Head 3.5V 1 each Welch-Allyn #11710 for ref.	2	EA	\$_____	\$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.238 Lamp for Otoscope Head 3.5V 1 each Healthlink #1-310 for ref.	2	EA	\$_____	\$_____
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BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.239 Lamp for Ophthalmoscope Head 3.5V 1 each Healthlink #1-300 for ref.	2	EA	\$_____	\$_____
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BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.240 Infant Ambu Bag

INVITATION AND BID Continuation	CITY OF PHILADELPHIA PROCUREMENT DEPARTMENT PHILADELPHIA, PA 19102 - 1685	BID NUMBER S2Z57610	PAGE OF 92 97
		FIRM NAME (Must be filled in)	

1 each
2 EA \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

	<u>Quantity</u>	<u>Unit of Measure</u>	<u>Unit Price</u>	<u>Total Amount</u>
5.1.241 Manikin Face Shields 6 X 36 per case Laerdal Medical Corp #15120103 for ref.	2	EA	\$_____	\$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.242 Rectal Probe for Welch Allyn Vital Sign Spot Monitor 1 each Welch-Allyn #02892-100 for ref.	2	EA	\$_____	\$_____
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BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.243 Rectal Probe for Welch Allyn Sure Temp Plus Electric Thermometer 1 each Welch-Allyn #02679-000 for ref.	2	EA	\$_____	\$_____
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BRAND/NUMBER_____

STATE PACKAGING:_____

INVITATION AND BID Continuation	CITY OF PHILADELPHIA PROCUREMENT DEPARTMENT PHILADELPHIA, PA 19102 - 1685	BID NUMBER S2Z57610	PAGE OF 93 97
		FIRM NAME (Must be filled in)	

5.1.244 Povidone Iodine Solution, 4 oz, each
The Triad Group #10-8204 for ref.
2 EA \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

<u>Quantity</u>	<u>Unit of Measure</u>	<u>Unit Price</u>	<u>Total Amount</u>
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5.1.245 Lumicain Solution, 60 cc, each
Premier Medical #9045010 for ref.
2 EA \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.246 Otoscope Specula 4.0mm, bag
1000 / bag
Medical Disposables Labs #7400 for ref.
2 EA \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.247 Stethoscope, Littmann
Cardiology III, 22" tubing,
3M Medical Products for ref.
2 EA \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.248 Stethoscope, Lightweight, chrome-plated
hardware, single lumen tubing, latex free,
designed for BP measurements &
general auscultation,

INVITATION AND BID Continuation	CITY OF PHILADELPHIA PROCUREMENT DEPARTMENT PHILADELPHIA, PA 19102 - 1685	BID NUMBER S2Z57610	PAGE OF 94 97
		FIRM NAME (Must be filled in)	

Welch-Allyn #5079-73 for ref.

2 EA \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

		<u>Quantity</u>	<u>Unit of Measure</u>	<u>Unit Price</u>	<u>Total Amount</u>
5.1.249	Forceps, Hartman Alligator, 5.5" Medco Instruments Inc #82780 for ref.	2	EA	\$_____	\$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.250	Cold Packs, Instant, Disposable, Junior 4 x 5", 24/case Dynarex Corporation #4511 for ref.	2	CA	\$_____	\$_____
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BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.251	Adult Briefs, Small 96/case First Quality Products (Prevail Brand) #PV-011 for ref.	2	CA	\$_____	\$_____
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BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.252	Adult Briefs, Medium 96/case First Quality Products (Prevail Brand) #IB-012 for ref.				
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INVITATION AND BID Continuation	CITY OF PHILADELPHIA PROCUREMENT DEPARTMENT PHILADELPHIA, PA 19102 - 1685	BID NUMBER S2257610	PAGE OF 95 97
		FIRM NAME (Must be filled in)	

2 CA \$_____ \$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

		<u>Quantity</u>	<u>Unit of Measure</u>	<u>Unit Price</u>	<u>Total Amount</u>
5.1.253	Adult Briefs, Large 72/case Kendall Company #63024 for ref.	3	CA	\$_____	\$_____

BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.254	Adult Briefs, X-Large 60/case Kendall Company #60045 for ref.	3	CA	\$_____	\$_____
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BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.255	Adult Briefs, 2XL 60/case First Quality Products (Prevail Brand) #PV-017 for ref.	3	CA	\$_____	\$_____
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BRAND/NUMBER_____

STATE PACKAGING:_____

5.1.256	Sensi Derma Surgical Gloves, Non-Latex, Powder Free, Size 8, Ansell for ref. 100 box/case, 10 box/case				
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INVITATION AND BID Continuation	CITY OF PHILADELPHIA PROCUREMENT DEPARTMENT PHILADELPHIA, PA 19102 - 1685	BID NUMBER S2Z57610	PAGE OF 96 97
		FIRM NAME (Must be filled in)	

2 CA \$_____ \$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

		<u>Quantity</u>	<u>Unit of Measure</u>	<u>Unit Price</u>	<u>Total Amount</u>
5.1.257	Sensi Derma Surgical Gloves, Powder free, Non-Latex, Size 9, Ansell for ref. 100/box, 10 box/case	24	CA	\$_____	\$_____

BRAND/NUMBER _____

STATE PACKAGING: _____

5.1.258	Sensi Derma Surgical Gloves, Non-Latex, Powder Free, Size 10, Ansell for ref. 100 box, 10 box/case	24	CA	\$_____	\$_____
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BRAND/NUMBER _____

STATE PACKAGING: _____

EXTENDED BID AMOUNT \$_____
(QUANTITY X UNIT PRICE
FOR ALL ITEMS)

Attention Bidder:

This bid document may not contain all of the documents that you will need to complete the bid submission. On occasion, it is not possible to include the following:

Exhibits

Drawings

Attached specifications

Attached documents

If you have not received a corresponding attachment, drawing or exhibit that is referenced in the bid document you may obtain it by contacting the Public Information Unit at 215-686-4720.



CITY OF PHILADELPHIA

INSTRUCTIONS FOR GETTING PAID

BY THE CITY OF PHILADELPHIA

The City attempts to process invoices in a timely manner. Delays can occur because of incomplete or inaccurate invoicing information. Please make sure that all your invoices contain the following information to help the City in paying you as quickly as possible.

- 1. AFTER THE DELIVERY OR SERVICES HAS BEEN COMPLETED YOU MUST SUBMIT THREE (3) COPIES OF AN INVOICE FOR PAYMENT TO THE RECEIVING DEPARTMENT LISTED ON THE PURCHASE ORDER.**
- 2. THE INVOICE MUST CORRECTLY REFERENCE THE PURCHASE ORDER NUMBER, THE VENDOR NAME, ADDRESS AND FEDERAL EMPLOYER IDENTIFICATION NUMBER.**
- 3. CHECKS WILL ONLY BE MADE PAYABLE TO THE COMPANY NAME AS SHOWN ON THE PURCHASE ORDER; THE INVOICE MUST REFLECT THIS SAME COMPANY NAME AS THE "PAY TO".**
- 4. THE INVOICE MUST SHOW THE QUANTITY AND TYPE OF ITEM OR SERVICE AND THE PRICE.**
- 5. THE UNIT OF PURCHASE ON THE INVOICE MUST AGREE WITH THE UNIT CITED ON THE PURCHASE ORDER. REFERENCE TO THE SPECIFIC LINE ITEM IS HELPFUL.**

Paying vendors is the responsibility of the *receiving* City Department(s), not the Procurement Department. Vendors should bring any problems concerning payments to the attention of the appropriate City receiving department. The name and number of the contact person can generally be found on the purchase order. If all necessary paperwork has been submitted to the department and questions still remain, vendors should contact:

**City of Philadelphia
Accounting Verification
Room 1340 Municipal Services Building
1401 J.F.K. Blvd.
Philadelphia, PA 19102
Tel. 215 686 6365**

VENDORS INTERESTED IN RECEIVING PAYMENTS ELECTRONICALLY MUST COMPLETE AN ACH VENDOR ENROLLMENT AND CHANGE FORM. THIS FORM CAN BE DOWNLOADED FROM WWW.PHILA.GOV/BIDS.

BIDDERS GUIDELINES*

The following list will assist you in the preparation of your bid.

- Read the entire bid so that you fully understand all the requirements.
- All bids must be submitted to the City no later than the time and date states as the Bid opening.
- Note the City Anti-Discrimination Policy. If Department of Commerce Office of Economic Opportunity (OEO) Participation is required be sure to fill out all appropriate forms. If you have questions call OEO at (215) 683-2000.
- Make sure you submit the appropriate Bid Security and Bid Submission Fee with your bid. Refer to Section 1 of the bid and the Conditions of Bidding sheet.
- Bidder must meet all qualifications.
- If an alternate to any item is being offered, you must follow the instructions in paragraph 2 of the Conditions of Bidding sheet.
- Does the bid require a site inspection, attendance at a Pre-Bid Meeting, samples, financial information or other data you must provide?
- Have you signed and returned all Addenda?
- If the bid is going to be awarded as a whole, you must bid on all items. See Section 3 of the bid: Bid Evaluation and Award.
- Bidders' attention is directed to the Conditions of Bidding sheet regarding the Master Performance Bond.
- Bids and pricing must be written in ink or typed. Faxed bids will not be accepted.
- Do not submit counter terms or conditions. **Your bid will be rejected.**
- Have you signed the Contract Page and affixed your Corporate Seal as required?
- **Do not** combine check amounts. All checks should be individual and specific.
- Please double check all mathematical calculations for errors.

If you have questions call Public Information at (215) 686-4720.

*This information is provided for guidance only and does not preclude your responsibility to read fully and respond to all portions of the bid.



**CITY OF PHILADELPHIA
PROCUREMENT DEPARTMENT
Public Information Unit**

ATTENTION VENDORS

If your company would like to receive the results of a particular bid, the Public Information Unit of the Procurement Department will forward this information to you at a **\$10.00 fee, company check or money order only, no personal checks or cash, for each bid number requested.** Please be advised that bid tabulations **are not available** by telephone. If you have any questions, Please call 215-686-4755 or 215-686-4756.

BID RESULTS REQUEST FORM

Please complete form below. Only one (1) request per form.

Date of Request: _____

Bid Number Requested: _____ Opening Date: _____

Company Name: _____

Company Representative: _____

Address: _____

Telephone No.: _____ Fax No.: _____

Mail this Request to the address below and enclose the following items:

- Company check or Money Order payable to **“City of Philadelphia”**
- A self-addressed stamped envelope which is at least 9 ½ ” x 12 ½ ” or larger for each Bid requested.

Failure to send either of the above items, will void your request.

Mail Request To:

The Procurement Department Public Information Unit
Attention: Bid Results
1401 JFK Blvd.
Room 170B
Philadelphia, PA 19102

COMPANY CHECK OR MONEY ORDER ONLY

Revised 09/08



CITY OF PHILADELPHIA

Procurement Department
120 Municipal Services Building
Philadelphia, PA 19102-1685
(215) 686-4720
(215) 686-4716 Fax

Hugh Ortman
Procurement Commissioner

Master Bid Security Program for Service, Supplies and Equipment Bids Period of Coverage: July 1, 2011 – June 30, 2012

(Bids for Professional Consulting Services, Public Works, Construction and Demolition [wrecking and building removal] are not covered under the Master Bid Security Program)

Dear Vendor:

The Philadelphia City Charter requires that each bid submission over \$30,000 be accompanied by a certified check in the amount specified in the bid invitation. This requirement can be met for most bids if the Bidder is covered under the City's Master Bid Security Program. This program provides bid security coverage for Service, Supply and Equipment bids that have a total dollar value of over \$30,000 up to \$500,000.

To file for coverage under the Bid Security Program, for the period **July 1, 2011 to June 30, 2012**, complete the enclosed application and return it with a check for **\$120.00**. Make the check payable to "City of Philadelphia". It is **non-refundable**. To clarify the precise use of the check, enter the words "**Bid Security Program**" **2011–2012** on the face of the check.

If you do not become a participant in the program at this time, you may still submit bids. However, they must be accompanied by a certified check in the amount specified in the Terms and Conditions of Bidding.

For additional information or inquiries regarding this program, please contact: The Public Information Unit at (215) 686-4719, (215) 686-4720 or (215) 686-4721.

IF A RECEIPT IS REQUESTED, PLEASE ENCLOSE A SELF-ADDRESSED STAMPED ENVELOPE.

Forward Check with Application to
CITY OF PHILADELPHIA
MASTER BID SECURITY PROGRAM
170A Municipal Services Building
Philadelphia, PA 19102-1685

Company Name: _____

Fed EIN/SSN: _____

Street Address _____

City, State, Zip: _____

Contact Person: _____

Telephone No: (____) _____ Fax No: (____) _____

A. Check payable to the City of Philadelphia in the amount of \$120.00 for 7/1/11 to 6/30/12
DO NOT SEND CASH. NO PERSONAL CHECKS.

Internal Use Only

Rcvd. ___/___/___ Pymt. Type _____ Ck. Amt. \$ _____ Ck.# _____



CITY OF PHILADELPHIA

Office of the Director of Finance
Room 1330, Municipal Services Bldg.
1401 John F. Kennedy Boulevard
Philadelphia, Pa 19102-1685

Rob Dubow
Director of Finance

The City of Philadelphia is pleased to announce a **Vendor Information Payment System (VIPS)** which will allow businesses such as yours to inquire about the status of invoices billed against purchase orders and professional services contracts. The only requirement is that your invoices utilize a unique number – either alpha, numeric or a combination of the two.

This system will be operational twenty four hours a day, seven days a week. All you have to do is dial **215-686-5968**, and follow the prompts to get an up-to-date status on your payments.

Enclosed for your convenience is an easy to use reference guide which provides a brief overview of what you can expect. I urge you to give it a try and see for yourself how easy it is to use. If you should happen to experience any problems, or if you would like to comment on this system, please call the **Office of the Director of Finance** at **215-686-6167**.

I believe that you will find this way of obtaining payment information convenient and easy to use.

Vendor Information Payment Reference Guide

- 1- Call 215-686-5968.
- 2- After the prompts, enter the 8 numeric characters that uniquely identifies your purchase order.
- 3- Select one of the three inquiry options:
 - ▶ a) by your purchase order.
 - ▶ b) by your company.
 - ▶ c) by your specific invoice number.
 - (Numeric invoice numbers only)



CITY OF PHILADELPHIA

PROCUREMENT DEPARTMENT
120 Municipal Services Building
Philadelphia, Pa 19102-1685

Hugh Ortman
Procurement Commissioner

Dear Valued Vendor,

The City of Philadelphia is pleased to announce a new online **Vendor Invoice Information (VII) Website** which will allow businesses such as yours to inquire about the status of invoices billed against purchase orders and professional services contracts. The only requirement is that your invoices utilize a unique number – alpha, numeric or a combination of the two.

This system will be operational twenty four hours a day, seven days a week. All you have to do is log on to the City of Philadelphia website: www.phila.gov, click on “Vendor Invoice Information” under the “Help Me” section of the home page, enter your Federal Employer Identification Number (FEIN) and a valid active purchase order. Then, agree to a waiver statement and follow the prompts to get an up-to-date status on your payments.

You are urged to give it a try and see for yourself how easy it is to use. If you should happen to experience any problems, or if you would like to comment on this new system, please e-mail us using the question and comment field provided on the site.

We believe that you will find this new way of obtaining payment information convenient and easy to use.

TERMS AND CONDITIONS OF BIDDING AND CONTRACT

BID SUBMISSION

1. PREPARATION AND SUBMISSION OF BID.

All bids must be written in ink or typewritten and made on the forms issued and signed in ink by a person with legal authority to bind the bidder. The contract awarded hereunder shall consist of the Invitation and Bid, all addenda thereto issued by the City, all exhibits and attachments issued and/or accepted by the City and these Terms and Conditions of Bidding and Contract (the "Contract"). It is the sole responsibility of the bidder to ensure that it has received any and all addenda and the Procurement Commissioner may in his/her sole discretion reject any bid for which all addenda have not been executed and returned in accordance with the instructions provided therein. No bid may be considered if received after the date and time for the opening of bids established by the Invitation and Bid, nor may any bid be modified after that date and time. The time of bid opening shall be the time displayed on the City's official bid clock located at the bid room. In the event of any discrepancy between actual time and the City's official bid clock, the latter shall determine the time of bid opening.

2. BID SECURITY. Unless the bidder is enrolled under the City's Annual Master Bid Security Program or an individual bid bond is required in the Invitation and Bid, all bids must be accompanied by a Certified Check, Treasurer's Check, Cashier's Check, Bank Money Order, or United States Postal Money Order made payable to the order of "The City of Philadelphia" in the proper amount as shown below:

AMOUNT OF BID OR ESTIMATED CONTRACT	AMOUNT OF CERTIFIED CHECK
\$ 30,000.00 or less	No Check Required
\$ 30,000.01 - \$ 99,999.99	\$ 500.00
\$100,000.00 - \$249,999.99	\$2,000.00
\$250,000.00 - \$499,999.99	\$4,000.00
\$500,000.00 or more	\$6,000.00

When computing amount of Bid for Certified Check purposes, do NOT deduct for trade-ins.

Any bid in excess of \$500,000 is not covered by the Annual Master Bid Security Program, and bidder must submit a certified check, treasurer's check, cashier's check, bank money order, or United States postal money order made payable to the order of "The City of Philadelphia" in the required amount.

Once the lowest responsive and responsible bidder has been determined all other bidders will receive a refund in the amount of the bid security submitted. Bid security submitted by the lowest responsive and responsible bidder will be refunded after receipt of all duly executed Contract documents, required fees, bonds or other performance security. Funds submitted for the Master Bid Security Program are not refundable.

3. BID PROCESSING FEE. In addition to bid security and any other fee or monies required to be submitted with the bid, the bid shall be accompanied by a non-refundable processing fee in the form of a separate standard check, bank money order or United States postal money order made payable to the order of "City of Philadelphia" in an amount based on the gross amount of the bid in accordance with the formula below. Cash is not acceptable.

AMOUNT OF BID OR ESTIMATED CONTRACT	AMOUNT OF PROCESSING FEE
\$ 30,000.00 or less	No Check Required
\$ 30,000.01 - \$ 100,000.00	\$ 10.00
\$ 100,000.01 - \$ 300,000.00	\$ 30.00
\$ 300,000.01 - \$ 500,000.00	\$ 50.00
\$ 500,000.01 - \$1,000,000.00	\$100.00
\$1,000,000.01 - \$2,000,000.00	\$200.00
\$2,000,000.01 - \$3,000,000.00	\$300.00
\$3,000,000.01 - \$4,000,000.00	\$400.00
\$4,000,000.01 - \$5,000,000.00	\$500.00
\$5,000,000.01 or more	\$600.00

4. SPECIFICATIONS. When a formal, numbered, specification is referred to in the Invitation and Bid, no deviation therefrom will be permitted, except if/as indicated in the Invitation and Bid and the bidder will be required to furnish articles and/or services in conformity with that specification. When catalogues, model numbers, trade names, or cuts are listed in the Invitation and Bid, they are, unless otherwise specified, included for the purposes of furnishing bidders with information concerning the style, type or kind of article and/or service desired. A bidder may offer an article and/or service which he/she certifies to be equal or better in quality, performance and other essential characteristics. If submitting an alternate, the bidder must specify the alternate (e.g., make and model #) in the bid and submit with the bid a complete description of the article (including any technical literature) and/or service proposed to be furnished. Failure to do so will require the bidder to furnish the article and/or service specified in the Invitation and Bid. The Procurement Commissioner reserves the sole right to determine whether alternates offered are equal or better. Unless otherwise provided in the bid specifications, all items offered by the bidder must be new. A "new" item is one which will be used first by the City. This clause shall not be construed to prohibit bidders from offering goods, supplies, equipment, or materials containing recycled materials or printing with recycled content; bidders intending to provide goods made with recycled materials should notify the Procurement Department.

5. PATENTS. The successful bidder shall be solely responsible for all royalties and charges that may be due to any patent holder for or on account of the use of any patented appliance, product or processes. Evidence of such payment shall be submitted upon request of the Procurement Commissioner and failure to submit such evidence may, in the sole discretion of the Procurement Commissioner, result in rejection of the bid or constitute an event of default, entitling the City to all rights and remedies as provided herein in Section 16 and/or 18.

6. LOCAL BIDDING PREFERENCE
In accordance with Chapter 17-109 of the Philadelphia Code relating to Local Bidding Preferences for Procurement Contracts, this bid may be subject to a 5% local bid preference. In order to determine eligibility to receive the 5% preference, if applicable, bidder or subcontractor must be certified at the time of the bid opening and must submit with the bid, the Local Business Entity Certification Number* as issued by the Procurement Department for the prime contractor or the applicable subcontractor.

TERMS AND CONDITIONS OF BIDDING AND CONTRACT

*Note: If you wish to apply for Local Business Entity (LBE) certification, go to www.phila.gov/bids. Please allow sufficient time prior to bidding for processing of the LBE application.

EVALUATION AND AWARD

7. TYPES OF BIDDER RESTRICTED. Bidders must not be a party to more than one bid for the same article or service. A violation of this condition may, in the sole discretion of the Procurement Commissioner, result in rejection of any or all such bids in which the bidder has an interest.

8. RESPONSIVENESS. Subject to the right of the Procurement Commissioner to waive non-responsiveness as set forth below in this Section, these Terms and Conditions of Bidding and Contract and the specifications and requirements included in the Invitation and Bid are mandatory and must be strictly followed by all bidders in the preparation and submission of their bids. After bids are opened, the Procurement Department, and other City departments or agencies where appropriate or specified, shall review all bids for responsiveness to these Terms and Conditions of Bidding and Contract and the specifications and requirements included in the Invitation and Bid.

Any bid which is incomplete, obscure, conditional, or unbalanced, which contains additions not called for, or irregularities of any kind, including alterations or erasures, or which fails to conform in any respect to these Terms and Conditions of Bidding and Contract and the specifications and requirements included in the Invitation and Bid is non-responsive and shall be rejected, except where the Procurement Commissioner, in his/her sole discretion, determines that the non-responsiveness is not material to the Invitation and Bid or that a waiver of the non-responsiveness is otherwise permitted by the Invitation and Bid, by these Terms and Conditions of Bidding and Contract or by law. The Procurement Department's determination of non-responsiveness shall be final and any bid rejected as non-responsive shall not be eligible for contract award.

9. RESPONSIBILITY. Unless otherwise specified, after bids are opened, the Procurement Department, and other City departments or agencies where appropriate or specified, shall review and may investigate the responsibility, including, but not limited to, the qualifications, references, capacity and ability to perform the Contract resulting from the Invitation and Bid in accordance with its terms, and integrity, of the lowest responsive bidder. All determinations of bidder responsibility shall be vested in the sole discretion of the Procurement Commissioner and other City officials. Any bidder who is deemed not responsible shall be ineligible for award of the Contract.

Bidders deemed not responsible will be notified of such determination and the reasons therefore in writing by the Procurement Department, and shall have the right to contest the determination by submitting to the Procurement Department, within forty-eight (48) hours after receipt of its written determination, a written request for reconsideration that includes information relating to the bidder's qualifications and responsibility and demonstrating the insufficiency of the reasons stated in the written determination finding the bidder not

responsible. Any further determination of a contesting bidder's responsibility shall be vested in the sound discretion of the Procurement Commissioner and other City officials.

10. CANCELLATION AND AWARD. The Procurement Commissioner, in his/her sole discretion, may cancel any Invitation and Bid prior to bid opening. After bid opening, the Procurement Commissioner, in his/her sole discretion, may reject all bids, if deemed in the best interest of the City. In all cases where a Contract award is made by the Procurement Department, the bidder is bound by the terms and conditions of the Invitation and Bid upon the submission of its bid. All bids are valid for a period of not less than 60 days, or as otherwise specified in the Invitation and Bid. If the bid has not been awarded within the specified period of time, the bid shall be valid for subsequent award only upon the express consent of the bidder, with no change to the submitted bid. Any price increases/decreases expressly provided for in the Invitation and Bid will be allowed. All Contract awards shall be made by the Procurement Department upon written notice to the bidder that is determined by the Procurement Department to be the lowest responsive and responsible bidder.

11. QUANTITIES AWARDED. For requirements contracts only, the articles and quantities of such articles as set forth in the Invitation and Bid are estimates and the Procurement Commissioner, in his/her sole discretion, may make an award for all or some of the articles bid and in such quantities as the Procurement Commissioner shall deem appropriate. For firm limit contracts, it is the City's intent to award based upon the quantities set forth in the Invitation and Bid, but the City reserves the right to award more or less.

12. DELIVERY, PRICE INCREASES AND TIE BIDS. All articles must be delivered at the price(s) bid, FOB Destination. Bids containing reservations of the right to increase the price(s) bid, including, but not limited to, late payment charges, will not be considered, except where the Procurement Commissioner, in his/her sole discretion, finds it in the City's best interest to do so. In the event of an absolute tie, the award decision will be made in the best interests of the City as determined by the Procurement Commissioner.

CONTRACT EXECUTION AND CONFORMANCE

13. CONTRACTS. Awards of contracts in amounts less than or equal to \$30,000 shall become contracts binding upon the City upon written notice of award by the Procurement Commissioner. Awards of contracts in amounts greater than \$30,000 shall not become contracts binding upon the City until after written notice of award is made and until after all of the following conditions have been satisfied:

- a. Successful bidder posts sufficient performance security, as required in the Invitation and Bid, within the time specified in the written notice of award;
- b. Successful bidder posts a payment bond or other payment security, if and as required by the Invitation and Bid, within the time specified in the written notice of award;

TERMS AND CONDITIONS OF BIDDING AND CONTRACT

c. Approval of the Contract as to form by the City's Law Department;

d. Certification by the Director of Finance and City Controller as to the availability of funds; and

e. Execution of the Contract by the Procurement Commissioner.

The Procurement Commissioner may, in his/her sole discretion, cancel any Contract award if any of the above conditions (a-e) are not satisfied, or if the Procurement Commissioner, in his/her sole discretion, determines cancellation to be in the best interests of the City. The bidder agrees that in the event of such cancellation, it shall not have any claim against the City, including any claim for breach of contract or of any other legal duty, or for lost profits, costs, damages, or expenses of any kind.

14. PERFORMANCE SECURITY. The City of Philadelphia requires performance security for contracts greater than \$30,000. If the amount of the contract to be awarded is greater than \$30,000 but less than or equal to \$500,000, the successful bidder is required to participate in the City's Master Performance Security Program by paying to the City a non-refundable fee of \$5.00 per thousand dollars of the contract amount for firm limit contracts and \$4.00 per thousand dollars of the contract amount for requirements contracts, or as otherwise specified. If the amount of the contract to be awarded is in excess of \$500,000 the successful bidder is required to furnish an individual performance bond, issued by a surety approved by the City on a form prepared by the City's Law Department and in the amount specified in the notice of contract award. The successful bidder is also required to pay a bond preparation fee to the City's Law Department in an amount prescribed by Chapter 17-700 of The Philadelphia Code; a schedule of such fees may be obtained from the Procurement Department's Public Information Office.

15. INSURANCE. Unless otherwise specified, the successful bidder (referred to in this Section as "Contractor") shall, at its sole cost and expense, procure and maintain in full force and effect, during the entire period of the Contract (including any applicable warranty and/or renewal periods), the minimum types of insurance specified below. All insurance shall be procured from reputable insurers authorized to do business in the Commonwealth of Pennsylvania and shall be acceptable to the City. All insurance required herein shall be written on an "occurrence" basis and not a "claims-made" basis. The City of Philadelphia, its officers, employees, and agents are to be named as additional insured on all policies required hereunder, except the Workers' Compensation and Employers' Liability. Also, an endorsement is required stating that the coverage afforded these parties as additional insured will be primary to any other coverage available to them. The City's coverage as an additional insured shall be primary coverage. The insurance shall provide for at least thirty (30) days prior written notice to be given to the City in the event coverage is materially changed, canceled or non-renewed. Certificates of insurance evidencing the required coverages shall be submitted to the City within fifteen (15) days of notice of contract award. The City reserves the right to require the Contractor to furnish certified copies of the original

policies of all insurance required hereunder at any time upon fifteen (15) days prior written notice. The insurance requirements set forth herein are not intended and shall not be construed to modify, limit, or reduce the indemnifications made in this Contract by the Contractor to the City of to limit the Contractor's liability under this Contract to the limits of the policies of insurance required to be maintained by the Contractor hereunder.

(a) WORKERS COMPENSATION AND EMPLOYERS LIABILITY

(1) Workers' Compensation – Statutory limits

(2) Employers Liability - \$100,000 Each Accident – Bodily Injury by Accident; \$100,000 Each Employee – Bodily Injury by Disease; \$500,000 Policy Limit – Bodily Injury by Disease

(3) Other states insurance including Pennsylvania

(b) GENERAL LIABILITY INSURANCE

(1) Limit of Liability: \$1,000,000 per occurrence combined single limit for bodily injury (including death) and property damage liability.

(2) Coverage: Premises operation: Blanket Contractual liability; Personal Injury liability; Products and completed operations; Independent Contractors; Employees as additional insured; Cross liability; Broad form property damage (including loss of use) liability; Asbestos abatement liability coverage (Note: Required for asbestos abatement projects only).

(c) AUTOMOBILE LIABILITY

(1) Limit of Liability: \$1,000,000 per occurrence combined single limit for bodily injury (including death) and property damage liability.

(2) Coverage: owned, non-owned and hired vehicles.

16. INDEMNIFICATION. All bidders shall indemnify, defend and hold harmless the City, its officers, employees and agents from and against any and all losses, costs (including, but not limited to, litigation and settlement costs and counsel fees), claims, suits, actions, damages, liabilities and expenses, occasioned wholly or in part by the bidder's act or omission or fault or negligence or the act or omission or fault or negligence of bidder's agents, subcontractors (including suppliers), employees or servants in connection with the Contract, including, but not limited to, those acts or omissions or faults or negligence in connection with loss of life, bodily injury, personal injury, damage to property, contamination or adverse effects on the environment, the bidder's default under the Contract, losses incurred by the City's Master Performance Security Program, failure to pay subcontractors and suppliers and any infringement or violation of any proprietary right (including, but not limited to, patent, copyright, trademark, service mark and trade secret). This obligation to indemnify, defend and hold harmless the City, its officers, employees and agents shall survive the termination of the Contract resulting from the Invitation and Bid.

17. FAILURE TO EXECUTE CONTRACT. Any bidder not lawfully released from its bid, who refuses to execute a contract in accordance with its bid or who fails, refuses or is unable to furnish any required payment security, performance security or insurance, as may be required by the Invitation and Bid and/or these Terms and Conditions of Bidding and Contract, shall be liable for the entire amount of its bid security, as liquidated damages to the City; or if bid security is furnished under the Annual Master Bid Security

TERMS AND CONDITIONS OF BIDDING AND CONTRACT

Program, for 10% of the amount of its bid, as liquidated damages to the City; or where the damages are readily ascertainable by the City, for the actual loss, cost or damage incurred by the City as a result of its failure to execute the contract or to furnish such bonds, performance security or insurance.

18. ASSIGNMENT. The successful bidder shall not assign the Contract resulting from the Invitation and Bid, or any part of the Contract, or any right to any monies to be paid under the Contract, or delegate performance of the Contract, without obtaining the prior written consent of the Procurement Commissioner. The decision whether to consent to an assignment is within the Procurement Commissioner's sole discretion. In no case shall the Procurement Commissioner's consent to the assignment of any monies to be paid under the Contract relieve the bidder from faithful performance of any of its obligations under the Contract or change any of the terms and conditions of the Contract. Any purported assignment in violation of this provision shall be of no effect.

19. DEFAULT. All work performed and goods and services rendered by a successful bidder (referred to in this Section as "Contractor") under any Contract resulting from the Invitation and Bid shall strictly conform to these Terms and Conditions of Bidding and Contract and the specifications and requirements contained in the Invitation and Bid. The successful bidder shall comply with all applicable federal, state and local laws, statutes and ordinances and the regulations of all governmental departments, boards, agencies, and commissions. The following shall constitute events of default under any Contract resulting from the Invitation and Bid:

a. Failure by Contractor to comply with any provision or Section of the Contract, including the bid specifications contained in the Invitation and Bid and these Terms and Conditions of Bidding and Contract and/or failure by Contractor to comply with any federal, state and local law, statute, ordinance or regulation of any governmental department, board, agency and commission.

b. Falseness of any representation or warranty made in the Contract or other document(s) submitted to the City by Contractor in connection with the Invitation and Bid.

c. Failure by Contractor to pay its suppliers or subContractors, misappropriation of any funds provided under the Contract or failure to notify City upon discovery of any misappropriation.

d. A violation of law by Contractor which results in its making a guilty plea, a plea of nolo contendere, or conviction of a criminal offense by Contractor, its directors, employees, or agent or indictment or charges, in the sole judgment of the Procurement Commissioner, adversely affect the performance of the Contract.

e. Failure by Contractor to comply with the Mayoral Executive Order establishing the City's antidiscrimination policy relating to the participation of minority, woman and disabled owned disadvantaged business enterprises.

f. The Procurement Department's determination that the Contractor is not a responsible bidder on the

Invitation and Bid, where such determination is made, and is based upon, information received after award of the Contract and/or after execution of the Contract by the Procurement Commissioner and/or after satisfaction of any or all other conditions of a binding Contract set forth in Section 2 above.

g. Any other act or omission identified in these Terms and Conditions of Bidding and Contract or elsewhere in the Invitation and Bid as an event or condition constituting default.

Upon the occurrence of an event of default, the Procurement Commissioner, in his/her sole discretion, may require Contractor to cure the default within a period of time to be determined by the Procurement Commissioner, or terminate the Contract in whole or in part and exercise any one or more of the following remedies (which remedies may be concurrent and shall be in addition to and not in lieu of the remedies available to the City at law, in equity, under any bond(s) filed in connection with the contract or under other sections of these Terms and Conditions of Bidding and Contract and Contract):

a. Purchase goods and/or services from others in substitution of goods or services that were not furnished or performed by Contractor or that were defective or otherwise in violation of any provision of the Contract; the cost of such substituted goods and services shall be the sole responsibility of Contractor and Contractor agrees to pay immediately, upon receipt of the City's invoice, the difference between the Contract price and the substituted product or service cost, plus any other loss, cost or damages incurred by the City.

b. Appropriate to the payment of the difference between the Contract price and the cost of such substitute goods or services, and the amount of any other loss, cost or damage incurred by the City as a result of the default, any monies which may then be due and payable to Contractor under this Contract or any other Contract that Contractor then has with the City.

The City shall notify Contractor in writing of such termination, which shall be effective as of the date specified in the notice of termination (the "Termination Date"). The Procurement Commissioner may, in his/her sole discretion, require Contractor to continue to furnish all goods and perform all services required under the Contract until the Termination Date, in which case, subject to the remedies enumerated above, the successful bidder shall be paid in accordance with the Contract therefore. If the City requires Contractor to cure the event(s) of default, or to continue to furnish goods or services until the Termination Date, and Contractor refuses or fails to do so, then such failure shall itself be deemed an event of default under this Section, for which the City may exercise any of its rights hereunder.

20. PAYMENT FOR EQUIPMENT. Unless otherwise provided in the bid specifications, when equipment involves installation, (which shall also be interpreted to mean erection and/or setting up or placing in position for service or use) and/or testing, and where such installation or testing is delayed though no fault of the contractor, contractor shall be entitled to a payment equal to 50% of the price bid when such equipment is delivered on site and to a further payment equal to an additional 25% of the price bid when the equipment is

TERMS AND CONDITIONS OF BIDDING AND CONTRACT

installed and ready for test. The balance shall be paid only after the equipment is tested and found to be satisfactory by the City. If the equipment must be tested, but installation is not required to be made by the supplier or if the equipment must be installed but testing is not required, and the installation or testing is delayed through no fault of the contractor, contractor shall be entitled to a payment equal to 75% of the price bid at the time of delivery and the balance shall be paid after satisfactory testing and/or installation, as required.

TAX MATTERS

21. TAX EXEMPTION. The City of Philadelphia is exempt from the payment of any federal excise or transportation taxes and any Pennsylvania sales tax. The price bid must be net, exclusive of taxes. However, when under established trade practice any federal excise tax is included in list prices, bidder may quote the list price and shall show separately the amount of the federal tax, either as a flat sum or as a percentage of the list price, which shall be deducted by the City. In the event bidder pays any sales or use tax, bidder hereby assigns to City, or City's agent, all of its rights, title and interest in any sales or use tax which may be refunded as a result of the purchase of any articles furnished in connection with the Contract and bidder, unless directed by the City, shall not file a claim for any sales or use tax refund subject to this assignment. Bidder authorizes the City, in City's name or the name of bidder, to file a claim for refund of any sales or use tax subject to this assignment.

22. TAX INDEBTEDNESS. The City of Philadelphia does not wish to do business with tax delinquents or other businesses indebted to the City. In furtherance of this policy, the following certifications have been developed and shall form a part of any Contract resulting from the Invitation and Bid. The successful bidder or other entity Contracting with the City is referred to below as the "Contractor".

a. Contractor's Certification of Non-Indebtedness - Contractor hereby certifies and represents that Contractor and Contractor's parent company(ies) and subsidiary(ies) are not currently indebted to the City of Philadelphia (the "City") and will not at any time during the term of this Contract (including any extensions or renewals thereof) be indebted to the City, for or on account of any delinquent taxes (including, but not limited to, taxes collected by the City on behalf of the School District), liens, judgments, fees or other debts for which no written agreement or payment plan satisfactory to the City has been established. In addition to any other rights or remedies available to the City at law or in equity, Contractor acknowledges that any breach or failure to conform to this certification may, at the option of the City, result in the withholding of payments otherwise due to Contractor and, if such breach or failure is not resolved to the City's satisfaction within a reasonable time frame specified by the City in writing, may result in the offset of any such indebtedness against said payments and/or the termination of this Contract for default (in which case Contractor shall be liable for all costs, losses and other damages resulting from the termination).

b. Subcontractor's Certification of Non-Indebtedness - Contractor shall require all subcontractors performing work in connection with this Contract ("subcontractor"

shall also include suppliers providing goods or materials) to be bound by the following provision, and Contractor shall cooperate fully with the City in exercising the rights and remedies described below or otherwise available at law or in equity:

"Subcontractor hereby certifies and represents that subcontractor and subcontractor's parent company(ies) and subsidiary(ies) are not currently indebted to the City of Philadelphia ("City"). and will not at any time during the term of Contractor's Contract with the City (the "Contract"), including any extensions or renewals thereof, be indebted to the City, for or on account of any delinquent taxes (including, but not limited to, taxes collected by the City on behalf of the School District of Philadelphia), liens, judgments, fees or other debts for which no written agreement or payment plan satisfactory to the City has been established. In addition to any other rights or remedies available at law or in equity, subcontractor acknowledges that any breach or failure to conform to this certification may, at the option of the City, result in the withholding of payments otherwise due to subcontractor for services rendered in connection with the Contract and, if such breach or failure is not resolved to the City's satisfaction within a reasonable time frame specified by the City in writing, may result in the offset of any such indebtedness against said payments otherwise due to subcontractor and/or the termination of subcontractor for default (in which case subcontractor shall be liable for all costs, losses and other damages resulting from the termination)."

23. TAX REQUIREMENTS. Any person or entity who bids on and/or is awarded a contract by the City and/or School District of Philadelphia, is subject to Philadelphia's business tax ordinances and regulations. The City Solicitor has determined that anyone who is awarded a contract by the City and/or School District pursuant to a bid has entered into a contract within the City, and the subsequent delivery of goods into the City or performance of services within the City constitutes doing business in the City and subjects the successful bidder, including but not limited to, one or more of the following taxes:

- a. Business Privilege Tax
- b. Net Profits Tax
- c. City Wage Tax

The successful bidder, if not already paying the aforesaid taxes, is required to apply to the Department of Revenue, 1401 John F. Kennedy Blvd., Public Service Concourse, Municipal Services Building, Philadelphia, PA 19102 for a tax identification number and to file appropriate business tax returns as provided by law. Questions should be directed to the Business and Earnings Tax Unit at (215) 686-6600.

GENERAL INFORMATION

24. COMPLIANCE WITH LAWS. All goods and services and all documents and other materials furnished under the Contract shall conform with all applicable federal, state and local laws, statutes and ordinances and the applicable rules, regulations, methods and procedures of all governmental boards, bureaus, offices, commissions and other agencies. Contractor shall maintain during the term of the Contract all licenses, and authorizations required by

TERMS AND CONDITIONS OF BIDDING AND CONTRACT

any applicable federal, state or local law or regulation. Applicable law shall include, without limitation, the laws stated in paragraphs 25 through 29 herein.

25. NONDISCRIMINATION.

a. Any Contract awarded pursuant to the Invitation and Bid is entered into under the terms of the Philadelphia Home Rule Charter and in its performance, Contractor shall not discriminate nor permit discrimination against any person because of race, color, religion, national origin, or sex. Such discrimination shall constitute an event of default under this Contract entitling City to terminate this Contract forthwith. This right of termination shall be in addition to any other rights or remedies as provided herein in Section 19 or otherwise available to the City at law or in equity.

b. In accordance with Chapter 17-400 of The Philadelphia Code, Contractor agrees that its payment or reimbursement of membership fees or other expenses associated with participation by its employees in an exclusionary private organization, insofar as such participation confers an employment advantage or constitutes or results in discrimination with regard to hiring, tenure of employment, promotions, terms, privileges or conditions of employment, on the basis of race, color, sex, sexual orientation, gender identity, religion, national origin or ancestry, shall constitute an event of default under this Contract and shall entitle the City to all rights and remedies as provided herein in Section 19 or otherwise available to the City at law or in equity. Contractor agrees to include the immediately preceding sentence, with appropriate adjustments for the identity of the parties, in all subcontracts which are entered into pursuant to this Contract. Contractor further agrees to cooperate with the Commission on Human Relations of the City of Philadelphia in any manner which the said Commission deems reasonable and necessary for the Commission to carry out its responsibilities under Chapter 17-400 of The Philadelphia Code. Failure to so cooperate shall constitute an event of default under this Contract entitling the City to all rights and remedies as provided herein in Section 19 or otherwise available to the City at law or in equity.

26. ETHICS REQUIREMENTS. To preserve the integrity of City employees and maintain public confidence in the competitive bidding system, the City intends to vigorously enforce the various ethics laws as they relate to City employees in the bidding and execution of City contracts. Such laws are in three categories:

a. Gifts. Executive Order No. 02-04 prohibits City employees from soliciting or accepting anything of value from any person or entity seeking to initiate or maintain a business relationship with the City of Philadelphia, its departments, boards, commissions, and agencies. Bidder understands and agrees that if it offers anything of value to a City official or employee under circumstances where the receipt of such item would violate the provisions of this Executive Order shall be subject to sanctions with respect to future City Contracts. Such sanctions may range from disqualification from participation in a particular Contract to debarment, depending on the nature of the violation. All bidders, agents or intermediaries who are solicited for gifts or gratuities by City employees are urged to report these incidents to the Inspector

General, Aramark Tower, Third Floor, 1101 Market Street, Philadelphia, PA 19107.

b. City Employee Interest in City Contracts. In accordance with Section 10-1112 of The Philadelphia Home Rule Charter, no bid shall be accepted from, or Contract awarded to, any City employee or official, or any firm in which a City employee or official has a direct or indirect financial interest. All bidders are required to disclose any current City employees or officials who are employees or officials of the bidder's firm, or who otherwise would have a financial interest in the Contract.

c. Conflict of Interest. Both the State Ethics Act and the City Ethics Code prohibit a public employee from using his/her public office or any confidential information gained thereby to obtain financial gain for himself/herself a member of his/her immediate family, or a business with which he/she or a member of his/her immediate family is associated. "Use of public office" is avoided by the employee or official publicly disclosing the conflict and disqualifying himself/herself from official action in the matter, as provided in The Philadelphia Code Section 20-608.

27. NORTHERN IRELAND. Section 17-104(2)(b) of The Philadelphia Code prohibits the City from accepting bids from companies that do business in Northern Ireland, unless that business has implemented the fair employment principles embodied in the MacBride Principles. In furtherance of this ordinance, bidder makes the following certification and representations:

a. In accordance with Section 17-104 of the Philadelphia Code, bidder by execution of its bid certifies and represents that (i) bidder (including any parent company, subsidiary, exclusive distributor, or company affiliated with Bidder) does not have, and will not have at any time during the term of any Contract resulting from this bid (including any extensions thereof), any investments, licenses, franchises, management agreements or operations in Northern Ireland, and (ii) no product to be provided to the City under any resulting Contract will originate in Northern Ireland, unless Bidder has implemented the fair employment principles embodied in the MacBride Principles.

b. In the performance of any Contract resulting from this bid, Bidder agrees that it will not utilize any suppliers or subcontractors at any tier (i) who have (or whose parent subsidiary, exclusive distributor of company affiliate have) any investments, licenses, franchises, management agreements or operations in Northern Ireland or (ii) who will provide products originating in Northern Ireland unless said supplier or subcontractor has implemented the fair employment principles embodied in the MacBride Principles. Bidder further agrees to include provisions with this subparagraph (b), with appropriate adjustments for the identity of the parties, in all subcontracts and supply agreements which are entered into in connection with the performance of any resulting Contract.

TERMS AND CONDITIONS OF BIDDING AND CONTRACT

c. Bidder agrees to cooperate with the City's Director of Finance in any manner which the said Director deems reasonable and necessary to carry out the Director's responsibilities under Section 17-104 of The Philadelphia Code. Bidder expressly understands and agrees that any false certification or representation in connection with this subparagraph (c) and/or any failure to comply with the provisions of this subparagraph (c) shall constitute a substantial breach of any Contract resulting from the Invitation and Bid entitling the City to all rights and remedies provided in this bid or otherwise available in law (including, but not limited to, Section 17-104 of the Philadelphia Code) or at equity. In addition, it is understood that false certification or representation is subject to prosecution under IS Pa.C.S. Section 4904.

28. BUSINESS, CORPORATE AND SLAVERY ERA INSURANCE DISCLOSURE. In accordance with Section 17-104 of The Philadelphia Code, the successful bidder, after award of the Contract, will complete an affidavit certifying and representing that the bidder (including any parent company, subsidiary, exclusive distributor or company affiliated with bidder) has searched any and all records of the bidder or any predecessor business entity regarding records of investments or profits from slavery or slaveholder insurance policies during the slavery era. The names of any slaves or slaveholders described in those records must be disclosed in the affidavit.

The bidder expressly understands and agrees that any false certification or representation in connection with this Paragraph and/or any failure to comply with the provisions of this Paragraph shall constitute a substantial breach of this Contract entitling the City to all rights and remedies provided in this Contract or otherwise available in law (including, but not limited to, Section 17-104 of The Philadelphia Code) or equity and the Contract will be deemed voidable. In addition, it is understood that false certification or representation is subject to prosecution under Title 18 Pa.C.S.A. Section 4904.

29. PHILADELPHIA 21ST CENTURY MINIMUM WAGE STANDARD. If Contractor is an Employer, as defined in Philadelphia Code Section 17-1302(5) and 17-1303, Contractor shall comply with the minimum compensation standards by providing to those employees an hourly wage, excluding benefits, at least 150 percent of the federal minimum wage, and health benefits to each full-time, non-temporary, non-seasonal covered Employee, as more fully set forth at Philadelphia Code Chapter 17-1300. By submission of its Bid, Contractor so acknowledges and certifies its compliance with Chapter 17-1300 and shall promptly provide to the City, at its request, all documents and information further verifying its compliance with the requirements of this Chapter. Furthermore, Contractor shall notify each affected employee what wages are required to be paid.

The Office of Labor Standards may grant a partial or total waiver of Chapter 17-1300 based on specific stipulated reasons elaborated in Section 17-1304.

**TERMS AND CONDITIONS OF BIDDING AND CONTRACT
SIGNING OF BIDS**

This contract consists of the Invitation and Bid (including exhibits and attachments), any addenda thereto issued by the City and the foregoing Terms and Conditions of Bidding and Contract (collectively, the "contract") and contains all the terms, conditions and requirements agreed upon by the parties. The terms "contract" and "agreement," whether capitalized or uncapitalized, shall have the foregoing meaning wherever they are used in the invitation and Bid, addenda thereto, the Terms and Conditions of Bidding and Contract, and this page. No other contract or agreement, oral or otherwise, regarding the subject matter of the contract shall be deemed to exist or to bind any party hereto or to vary any of the terms contained in the contract.

This contract may not be changed, amended or renewed, in whole or in part, except by a written amendment signed by the parties. No waiver by the City of any breach or noncompliance by the undersigned with any provision of this contract shall relieve the undersigned of any of its obligations or representations made under this contract.

This contract and all disputes arising under this contract shall be governed, construed and decided in accordance with the laws of the Commonwealth of Pennsylvania. The parties agree that any lawsuit, action, claim or legal proceeding involving, directly or indirectly, any matter arising out of or related to this contract or the relationship created or evidenced thereby, shall be brought exclusively in the United States District Court for the Eastern District of Pennsylvania or the Court of Common Pleas of Philadelphia County. It is the express intent of the parties that jurisdiction over any lawsuit, action, claim, or legal proceeding shall lie exclusively in either of these two forums. The parties further agree not to raise any objection to any lawsuit, action, claim or legal proceeding which is brought in either of these two forums and the parties expressly consent to the jurisdiction and venue of these two forums. The parties further agree that service of original process in any such lawsuit, action, claim or legal proceeding may be duly affected by mailing a copy thereof, by certified mail, postage prepaid to the addresses specified in the Invitation and Bid and/or this page.

NOTE: ANY BID THAT IS NOT EXECUTED IN ACCORDANCE WITH THE INSTRUCTIONS PROVIDED BELOW OR THAT DOES NOT INCLUDE STREET ADDRESS, CITY, STATE AND PHONE NUMBER, MAY, IN THE SOLE DISCRETION OF THE PROCUREMENT COMMISSIONER, BE REJECTED.

SIGNING OF BIDS:

If bid is by an **INDIVIDUAL** or a **PARTNERSHIP**, or if the bid does not exceed \$30,000, date and sign the bid here, with the original signatures, in ink.

This _____ day of _____ 20

(Signature of Owner, Partner)

(Type or Print Name and Title)

(Business Name of Bidder)

(Address, including Zip Code)

(Telephone Number, including Area Code)

If the bid is a **CORPORATION**, date and sign the bid here with original signatures, in ink, by (a) President or Vice President of the Corporation AND (b) Secretary, Assistant Secretary, Treasurer or Assistant Treasurer of the Corporation; and (c) affix the seal of the Corporation. If the form is not signed by the President or a Vice President and Secretary, Assistant Secretary, Treasurer or Assistant Treasurer, attach a duly certified corporate resolution authorizing the person signing in place of such officers to execute this bid for the corporation.

This _____ day of _____ 20

CORPORATE SEAL

(Corporate or Business Name of Bidder)

(Address, including Zip Code)

(Telephone Number, including Area Code)

(Signature of President or Vice President)

(Signature of Secy., Asst. Secy., Treas. or Asst. Treas.)

(Type or Print Name and Title)

(Type or Print Name and Title)

APPROVED AS TO FORM

CONTRACT EXECUTION

(Assistant City Solicitor)

(Procurement Commissioner)