



Serving Jefferson County Since 1917

Hazel Collins
Purchasing Agent

JEFFERSON COUNTY DEPARTMENT OF HEALTH
401 14TH STREET SOUTH, BIRMINGHAM, ALABAMA 35233
205-930-1032/ 205-930-1060 fax

April 5, 2019
Bid #19-03-15
INVITATION TO BID

Sealed bids for **Urine hCG Testing Kits** will be received by the Purchasing Agent, Jefferson County Department of Health (JCDH), General Services Annex, 401 14th Street South, Birmingham, AL 35233, until 10:00 a.m., Monday, April 22, 2019, at which time and place they will be publicly opened and read.

Bidders wishing to bid can download the complete solicitation including the specifications and bid forms via the internet at www.jcdh.org (go to the **ABOUT** header and click on **BIDS**), or by visiting the Purchasing Office at the address shown above, or by calling (205) 930-1929, fax (205) 930-1060 and requesting a copy in the mail. Any addenda will be available on the internet. Bidder is responsible for checking for addenda until bid opening date. Addenda will be mailed only to those vendors who were provided a copy in person or by mail.

All bids must be submitted on Bid Form in a sealed envelope indicating **“SEALED BID – Bid #19-03-15 Urine hCG Testing Kits, 10:00 a.m., Monday, April 22, 2019.”** Bids must be delivered to the Jefferson County Department of Health, General Services Annex, 401 14th Street South, on or before bid due date. Bids received after this time will not be considered.

All bidders **must** complete and return the notarized State of Alabama disclosure form included in the bid package and **must** provide their E-verify number and a copy of their E-verify certificate and all other documents listed in the enclosure.

It is required for any contract exceeding \$10,000.00 that the bidder submits with his bid a certified check, a cashier’s check or a bid bond payable to Jefferson County Department of Health in the amount of \$500.00. In order for any bid award to be considered that exceeds \$10,000.00, it must be accompanied by an acceptable bid bond or check. Bid bond checks will be returned to all unsuccessful bidders after formal award is made and to the successful bidder after acceptance of award. Should the successful bidder fail to accept the award, the bid bond or check shall be forfeited.

No bid may be withdrawn for a period of sixty (60) days after the date of the bid opening.

Jefferson County Department of Health is exempt from all tax. This statement in no way is to be construed as relieving a seller or contractor from paying any tax assessed to him as a seller or contractor.

All bids are to be typewritten or printed in ink on the enclosed bid form. The bidder shall assume full responsibility for timely delivery of the bid to the location designated for receipt of bids. Oral, telephonic, faxed or emailed bids are invalid and will not receive consideration.

Jefferson County Department of Health (JCDH) expressly reserves the right to reject any or all bids, or parts of bids and to make the award all or none or per line item on the merit and/or feature of method and quality, delivery, and service availability as the best interest of the Jefferson County Department of Health appears.

Jefferson County Department of Health reserves the right to require documentation that each bidder is an established business and is abiding by the ordinances, regulation, and laws of their community and the State of Alabama. If you are required by any regulatory agency to maintain professional license or certification to provide any product and/or service solicited under this Invitation To Bid (ITB), the JCDH reserves the right to require documentation of current license and/or certification before considering and awarding the bid.

Telephone inquiries with questions regarding clarification of all specifications of the ITB will not be accepted. All questions concerning the bid and product specifications must be e-mailed to Brian Green at brian.green@jcdh.org.

Hazel Collins, Purchasing Agent

HC/cf

BN: 4-10-19

Enclosures

SPECIFICATIONS

GENERAL

The Jefferson County Department of Health (JCDH) is to establish a contract with firm pricing for **Urine hCG Testing Kits**. Successful bidder will be notified of bid award via Jefferson County Department of Health's standard purchase order and Notice of Award letter.

GUARANTEE

Bidder certifies by bidding, that he is fully aware of the conditions of service and purpose for which item(s) included in this bid are to be purchased, and that their offering will meet these requirements of service and purpose to the satisfaction of the Jefferson County Department of Health and its Agent.

INCURRING COSTS

The Jefferson County Department of Health will not be liable for any costs incurred in preparing bid responses.

TERMS

The bid will be from April 26, 2019 until April 26, 2022. The bid will be valid for a period of 3 years. The bid will become effective upon bid award (within 30 days of award notification, or approval of the Jefferson County Health Officer and/or issuance of purchase order). Contract will expire midnight, April 26, 2022.

TERMINATION

The bid may be terminated by the JCDH with a thirty (30) day written notice of cancellation to the other party regardless of reason. Any violation of this agreement shall constitute a breach and default of this agreement. Such termination shall not relieve the contractor of any liability to the JCDH for damages sustained by virtue of a breach by the contractor.

PRICE

Pricing will remain firm for the entire period and the duration of the bid. Pricing must include freight charges and deliveries, JCDH will pay no additional fees.

COMMUNICATION DURING BID EVALUATION

There shall be no communication during the evaluation period between any vendor and JCDH agency requisitioning the good or service to be procured. Any communications, written, oral, or electronic between the vendor and the requisition agency must come through the Division of Purchasing Buyer administering the ITB.

AWARD

Award will be made in whole or in part to the lowest responsible bidder, provided the vendor meet all requirements and specifications required by the JCDH.

If mutually agreed upon, additional contracts may be executed, based upon this bid for the same item(s) or related items and will be furnished upon request to add. Bid proposals will be rejected if there is reason to believe that collusion exists among the bidders. No participants in such collusion will be considered in future proposals for the same work.

Bidder must have all necessary business licenses as required by the State of Alabama and Jefferson County.

All items must conform strictly to the specifications and shall be subjected to evaluation upon acceptance. In the event that any item is deemed unacceptable or not in conformity with the specifications, items will be rejected and items of proper quality as set forth in these specifications shall be furnished in place thereof at the expense of the successful bidder.

DELIVERY SHIP TO

**Jefferson County Department of Health
Purchasing Division
General Service Annex
401 14th Street South
Birmingham, Alabama 35233**

Purchase orders will be issued as needed.

NO RE-PACKS – FULL CASES ONLY

F.O.B. Destination via truck, inside delivery.

Fuel surcharges are not allowed.

Failure to deliver as specified and in accordance with the bid submitted, including promised delivery, will constitute sufficient grounds for cancelation of the order and contract at the option of the Jefferson County Department of Health.

All bidders shall clearly stipulate the guaranteed delivery day(s).

If requested, samples must be sent of substitute item(s) to be considered for approve equal. However, no substitution will be acceptable for the items marked **“NO SUB”**.

No bidder shall be allowed to offer more than one price on each product. If said bidder should submit more than one product per line item then ALL prices for that line item shall be rejected.

Quantities shown are estimates and are not a guarantee to buy in the amount shown. Merchandise shall be ordered as needed. No bidder shall attempt to hold the quantities shown as a firm quantity under this contract.

SPECIFICATION

Urine hCG Testing Kits

The following are specifications regarding urine pregnancy test kits for use at the Jefferson County Department of Health Clinics:

1. One step assay
2. Monoclonal/polyclonal antibody methodology
3. Internal procedure controls
4. Room temperature storage
5. Minimum – 20 MIU/ml
6. Sensitivity- 99% or greater
7. Specificity – 100%
8. Short reaction time 3 minutes or less
9. Cassette test only (no dipstick)
10. Guaranteed delivery within two weeks of purchase order
Waived testing

BID FORM
Urine hCG Testing Kits
Due: Monday, April 22, 2019
Time: 10:00 a.m.

Hazel Collins
Purchasing Agent
Jefferson County Department of Health
General Services Annex
401 14th Street South
Birmingham, AL 35233

Submitted below is my firm bid in accordance with your ITB #19-03-15.

THE USAGE QUANTITIES ARE ESTIMATES AND IS NOT A GUARANTEED

ESTIMATE 1 YR USAGE	CATEGORY: URINE HCG TESTING KITS	BRAND STK NO	PKG QTY	PRICE EACH
20,000	Urine hCG Testing Kits, No Sub			

GUARANTEED DELIVERY DAY(S) FOR ALL BID ITEMS _____ DAY(S)

Return original form and two (2) copies.

Please enclose your business card with your bid.

Bidder acknowledges receipt of _____ addenda. This page must be returned with bid.

(addenda numbers)

Date of Bid

Name (print legibly or type)

Company

Title

Street Address

Signature

City State Zip

Tax ID Number

Post Office BOX (Zip if different from street address)

E-mail Address

Telephone Number

Fax Number

Terms of Payment

Delivery Date



Alabama Law (Section 41-4-116, Code of Alabama 1975) provides that every bid submitted and contract executed shall contain a certification that the vendor, contractor, and all of its affiliates that make sales for delivery into Alabama, or leases for use in Alabama, are registered, collecting, and remitting Alabama state and local sales, use, and/or lease tax on all taxable sales and leases into Alabama.

BY SUBMITTING THIS BID, THE BIDDER IS HEREBY CERTIFYING THAT THEY ARE IN FULL COMPLIANCE WITH ACT NO. 2006-557, THEY ARE NOT BARRED FROM BIDDING OR ENTERING INTO A CONTRACT PURSUANT TO 41-4-116, AND ACKNOWLEDGE THAT THE AWARDING AUTHORITY MAY DECLARE THE CONTRACT VOID IF THE CERTIFICATION IS FALSE.