



# STATE OF LOUISIANA

Office of State Procurement  
INVITATION TO BID

RESPONSES WILL BE  
PUBLICLY OPENED AT THE  
PHYSICAL ADDRESS BELOW

06/30/2016  
10:00 AM CST

Vendor No.: \_\_\_\_\_  
Solicitation: 3000005846  
Opening Date: 06/30/2016

Vendor Name and Address: (to be completed by Vendor)

**SUBMIT NON-ELECTRONIC RESPONSE TO :** Office of State Procurement  
P.O. Box 94095  
Baton Rouge LA 70804-9095

**Physical Address:**  
1201 N. Third Street, Suite 2-160  
Baton Rouge, LA 70802

**RFx Number:** 3000005846

**Version:** 1

**Buyer:** VICKY HEBERT

**Buyer Phone:** 225-342-4824

**E-Mail:** vicky.hebert@la.gov

**Scheduled Begin Date:**

**Scheduled End Date:**

**T-Number:**

**Ship To Address:**

DHH PINECREST SUPP & SERV CTR PURCH  
100 PINECREST DRIVE, KINGSVILLE COMMUNITY  
PINEVILLE, LA 71360

QUESTIONS TO BE COMPLETED BY VENDOR	Required
1. _____ Delivery will be made this number of days After Receipt of Order (ARO)	
2. _____ % discount for payment made within 30 days. Discounts for payment made in less than 30 days, of less than 1%, or applicable to an indefinite quantity contract will be accepted but will not be an award consideration.	

**Name of Solicitation:** \*Mandatory site visit\* Enteral Feeding

**Notice to bidder:**

All vendors that wish to receive email notifications of bid opportunities must be registered in LaGov and pay their annual vendor subscription fee via the vendor enrollment portal.

**RFx text:**

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PLEASE PRINT ALL ATTACHMENTS TO ENSURE ALL DOCUMENTS RELATED TO THE RFx ARE REVIEWED PRIOR TO BIDDING

\*\*\*All documents associated with this RFx should be included in the bidder's submission.\*\*\*

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VENDOR TELEPHONE NUMBER: FAX NUMBER:	TITLE	DATE
Signature of Authorized Bidder		Name of Bidder (Typed or printed)

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Bid documents include:  
Attachment A – Terms & Conditions, pages 1-8  
Attachment B – Specifications, pages 1-4  
Attachment C - BA Agreement, pages 1-2

Bid delivery instructions for State Procurement:  
Refer to page 1 in Attachment A – Terms & Conditions

Vendors must be registered in the new LaGov system in order for their bids to be tabulated. Link to LaGov vendor registration:  
[https://lagoverpvendor.doa.louisiana.gov/irj/portal/anonymous?guest\\_user=self\\_reg](https://lagoverpvendor.doa.louisiana.gov/irj/portal/anonymous?guest_user=self_reg)  
Please include a W9 with your bid if you are newly registered.

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To establish a contract for the monthly rental of feed & flush pumps and IV polies and the purchase of supplies and nutritional supplements for approximately sixty-five (65) individuals that live at Pinecrest Supports and Services Center, for a period of July 1, 2016 and ending June 30, 2017.

\*Some items are for compatibility or resale. Only brand name(s) specified will be accepted for those items. (RS 39:1651-1657)

\*\*\*\*\*  
Mandatory Site Visit required - See Attachment A - Terms & Conditions  
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LINE	Description	Quantity	Unit	Unit Price	Extended Amount
1	<b>Product Category:42231500</b> Feed & Flush Pump with Pole Clamp  To establish a contract for the monthly rental of feed & flush pumps & IV poles and the purchase of supplies and nutritional supplements for approximately sixty-five (65) individuals that live at Pinecrest Supports and Services Center, for a period beginning July 1, 2016 and ending June 30, 2017.  ***** MANDATORY JOBSITE VISIT ***** Vendor must inspect jobsite to verify measurements and/or amount of supplies needed prior to bidding. If vendor finds conditions that disagree with the physical layout as described in the solicitation, or other features of the specifications that appear to be in error, same shall be brought to the attention of Office of State Procurement personnel immediately and no later than 7 days prior to the bid opening.  Vendor may contact Mary Townsend at 318-641-2075 to schedule a jobsite visit.#  *****	12	MON		

LINE	Description	Quantity	Unit	Unit Price	Extended Amount
	<p>Jobsite Visit is Mandatory. Failure to comply will eliminate your bid from award consideration.            *****</p> <p>Rental:            Feed &amp; flush pump with pole clamp, Covidien Kangaroo ePump.</p> <p>Monthly rental per unit _\$ _____            (65 units per month x 12 months-780units)            **Note** - quantities may vary monthly</p> <p>Vendor is to replace or maintain in good working order all equipment needed to deliver and administer nutritional supplements.</p> <p>Equipment must have anti-free flow pumps set and programmable flushing capabilities.</p> <p>Vendor to coordinate with PSSC Nursing Department a system for ordering supplements/supplies, reordering, and delivering supplements/supplies to the inside of the individual's home at PSSC.</p> <p>Vendor will maintain necessary records and reports.</p> <p>*This item has been approved as a proprietary purchase and only the brand and model specified will be considered</p> <p>***See Attachment B – Specifications***</p>				
2	<p><b>Product Category:42231500</b>            IV Pole for approximately 30 individuals</p> <p>Monthly rental of IV poles for approximately 65 individuals at PSSC.</p> <p>Monthly cost per unit _____</p> <p>*This item has been approved as a proprietary purchase and only the brand and model specified will be considered</p>	12	MON		
3	<p><b>Product Category:42231500</b>            Pole Bag with Piston Syringe</p> <p>Pole bag with piston syringe, Bard Piston Enteral Irrigation Syringe, Covidien #750379 or equal.</p> <p>Size piston – _____cc            Packaged: _____</p>	8,712	EA		

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LINE	Description	Quantity	Unit	Unit Price	Extended Amount
	Brand Bidding: _____ Model Bidding: _____				
4	<b>Product Category:42231500</b> Safely Screw Spike set w/1000 ml flush  Safety screw spike set with 1000ml flush Bag, Kangaroo ePump safety screw, Covidien #775100 or equal.  Brand Bidding: _____ Model Bidding: _____	5,606	EA		
5	<b>Product Category:42231500</b> Pump Set with Flush  Pump set with flush 1000 ml pump bag, 30 each/case. Epump set Kangaroo-Covidien #773662, or equal.  Brand Bidding: _____ Model Bidding: _____	10	CE		
6	<b>Product Category:42231500</b> Drain Sponges, 4x4, sterile, item 200446  Drain sponges, sterile, 4 x 4, item #200446 or equal  State packaging: _____ Brand bidding: _____ Model bidding: -----	15,500	EA		
7	<b>Product Category:42231500</b> Gravity Set  Gravity Set, 00056, size 100ml/bag, packaged 30/box, Covidien #8884702500 or equal.  Brand bidding: _____ Model bidding: _____	3,720	EA		

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LINE	Description	Quantity	Unit	Unit Price	Extended Amount
8	<b>Product Category:42231500</b> Gastrostomy Feeding Tube  G 30 tube Ballard, Gastrostomy feeding tube, size: 30 fr., Kimberly-Clark 0100-30 or equal.  Brand Bidding: _____  Model Bidding: _____	20	EA		
9	<b>Product Category:42231500</b> Isosource 1.5 cal  Isosource 1.5 cal, Ultrapak system with spike right plus port & safety system, 6-1000 ml bags/case, Nestle #18180100  *This item has been approved as a proprietary purchase and only the brand and model specified will be considered	85	CE		
10	<b>Product Category:42231500</b> Isosource 1.5 cal  Isosource 1.5 cal, Ultrapak system with spike right plus port & safety system, 4-1500 ml bags/case, Nestle #4390028182  *This item has been approved as a proprietary purchase and only the brand and model specified will be considered	125	CE		
11	<b>Product Category:42231500</b> Glucerna, 1.0 cal  Glucerna 1.0 cal, Ready-to-hang institutional, 1000-ml prefilled containers; 8/case, Abbott 62671  *This item has been approved as a proprietary purchase and only the brand and model specified will be considered	63	CE		
12	<b>Product Category:42231500</b> Glucerna 1.0 cal  Glucerna 1.0 cal, Ready-to-hang institutional, 1500-ml prefilled containers: 6/case, Abbot 62673  *This item has been approved as a proprietary purchase and only the brand and model specified will be considered	83	CE		

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LINE	Description	Quantity	Unit	Unit Price	Extended Amount
13	<b>Product Category:42231500</b> Glucerna 1.0 cal  Glucerna 1 cal, Ready-to-drink vanilla institutional, 8-fl-oz can/24/case Abbott 50240  *This item has been approved as a proprietary purchase and only the brand and model specified will be considered	45	CE		
14	<b>Product Category:42231500</b> Glucerna 1.2 cal  Glucerna 1.2 cal, Ready-to-hang institutional, 1000-ml prefilled containers; 8/case, Abbott #62677  *This item has been approved as a proprietary purchase and only the brand and model specified will be considered	63	CE		
15	<b>Product Category:42231500</b> Glucerna 1.2 cal  Glucerna 1.2 cal, Ready-to-hang institutional, 1500-ml prefilled containers: 6/case, Abbott #62675  *This item has been approved as a proprietary purchase and only the brand and model specified will be considered	63	CE		
16	<b>Product Category:42231500</b> Glucerna 1.2 cal  Glucerna 1.2 cal, Ready-to-drink institutional, 8-fl-oz can/24/case, Abbott #50904  *This item has been approved as a proprietary purchase and only the brand and model specified will be considered	60	CE		
17	<b>Product Category:42231500</b> Glucerna 1.5 cal  Glucerna 1.5 cal, Ready to hang institutional, 1000 ml prefilled containers; 8/case, Abbott 62679  *This item has been approved as a proprietary purchase and only the brand and model specified will be considered	63	CE		
18	<b>Product Category:42231500</b> Glucerna 1.5 cal	47	CE		

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LINE	Description	Quantity	Unit	Unit Price	Extended Amount
	<p>Glucerna 1.5 cal, Ready to drink institutional, 8 fl oz can/24.case, Abbott 53534</p> <p>*This item has been approved as a proprietary purchase and only the brand and model specified will be considered</p>				
19	<p><b>Product Category:42231500</b> Jevity 1 cal / 1.06 cal/ml</p> <p>Jevity 1 cal/1.06 cal/ml, Ready to hang institutional, 1000-ml prefilled containers; 8/case, Abbott #62685</p> <p>*This item has been approved as a proprietary purchase and only the brand and model specified will be considered</p>	56	CE		
20	<p><b>Product Category:42231500</b> Jevity 1 cal/1.06 cal/ml</p> <p>Jevity 1 cal/1.06 cal/ml, Ready to hang institutional, 1500-ml prefilled containers; 8/case, Abbott #62687</p> <p>*This item has been approved as a proprietary purchase and only the brand and model specified will be considered</p>	75	CE		
21	<p><b>Product Category:42231500</b> Jevity 1 cal/1.06 cal/ml</p> <p>Jevity 1 cal/1.06 cal/ml, Ready to drink institutional, 8 fl oz can/24/case, Abbott #00143</p> <p>*This item has been approved as a proprietary purchase and only the brand and model specified will be considered</p>	27	CE		
22	<p><b>Product Category:42231500</b> Jevity 1.2 cal</p> <p>Jevity 1.2 cal, Ready to hang institutional, 1000-ml prefilled containers: 8/case, Abbott #62683</p> <p>*This item has been approved as a proprietary purchase and only the brand and model specified will be considered</p>	63	CE		
23	<p><b>Product Category:42231500</b> Jevity 1.2 cal</p> <p>Jevity 1.2 cal, Ready to hang institutional, 1500-ml prefilled containers; 6/case, Abbott #62667</p>	87	CE		

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LINE	Description	Quantity	Unit	Unit Price	Extended Amount
	*This item has been approved as a proprietary purchase and only the brand and model specified will be considered				
24	<b>Product Category:42231500</b> Jevity 1.2 cal  Jevity 1.2 cal, Ready to drink institutional, 8 fl oz can/24/case, Abbott #53118  *This item has been approved as a proprietary purchase and only the brand and model specified will be considered	62	CE		
25	<b>Product Category:42231500</b> Jevity 1.5 cal, 1.0L  Jevity 1.5 cal 1 .0L, Ready to hang institutional, 1000-ml prefilled containers; 8/case, Abbott #62681  *This item has been approved as a proprietary purchase and only the brand and model specified will be considered	65	CE		
26	<b>Product Category:42231500</b> Jevity 1.5 cal 1.5L  Jevity 1.5 cal 1.5, Ready to hang institutional, 1500-ml prefilled containers; 8/case, Abbott #62689  *This item has been approved as a proprietary purchase and only the brand and model specified will be considered	52	CE		
27	<b>Product Category:42231500</b> Jevity 1.5 cal can  Jevity 1.5 cal can, Ready to drink institutional, 8 fl oz can/24/case, Abbott #57333  *This item has been approved as a proprietary purchase and only the brand and model specified will be considered	52	CE		
28	<b>Product Category:42231500</b> Osmolite 1 cal/1.06 cal/ml  Osmolite 1 cal/1.06 cal/ml, Ready to hang unflavored, 1000-ml prefilled containers; 8/case, Abbott #62691  *This item has been approved as a proprietary purchase and only the brand and model specified will be considered	65	CE		
29	<b>Product Category:42231500</b>	65	CE		

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	<p>Osmolite 1 cal/1.06 cal/ml</p> <p>Osmolite 1 cal/1.06 cal/ml, Ready to hang unflavored, 1500-ml prefilled containers; 6/case, Abbott #62695</p> <p>*This item has been approved as a proprietary purchase and only the brand and model specified will be considered</p>				
30	<p><b>Product Category:42231500</b></p> <p>Osmolite 1.2 cal</p> <p>Osmolite 1.2 cal, Ready to hang unflavored, 1000-ml prefilled containers; 8/case, Abbott #62697</p> <p>*This item has been approved as a proprietary purchase and only the brand and model specified will be considered</p>	65	CE		
31	<p><b>Product Category:42231500</b></p> <p>Osmolite 1.2 cal</p> <p>Osmolite 1.2 cal, Ready to hang unflavored, 1500-ml prefilled containers; 6/case, Abbott #62693</p> <p>*This item has been approved as a proprietary purchase and only the brand and model specified will be considered</p>	56	CE		
32	<p><b>Product Category:42231500</b></p> <p>Osmolite 1.5 cal, 1.0L</p> <p>Osmolite 1.5 cal 1.0L, Ready to hang unflavored, 1000-ml prefilled containers; 8/case, Abbott #62699</p> <p>*This item has been approved as a proprietary purchase and only the brand and model specified will be considered</p>	56	CE		
33	<p><b>Product Category:42231500</b></p> <p>Peptamen 1.5 cal, 1.0L</p> <p>Peptamen 1.5 cal 1.0L, Complete elemental nutrition, 6-1000-ml bags/case, Nestle #9871628194</p> <p>*This item has been approved as a proprietary purchase and only the brand and model specified will be considered</p>	184	CE		
34	<p><b>Product Category:42231500</b></p> <p>Peptamen w/Prebio 1.0L</p> <p>Peptamen w/prebio 1.0L, Complete elemental nutrition, 6-1000-ml bags/case, Nestle #9871622804</p>	33	CE		

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LINE	Description	Quantity	Unit	Unit Price	Extended Amount
	*This item has been approved as a proprietary purchase and only the brand and model specified will be considered				
35	<p><b>Product Category:42231500</b> Perative 1.5L</p> <p>Perative 1.5L, Ready to hang institutional, 1500-ml prefilled containers; 6/case, Abbott #62721</p> <p>*This item has been approved as a proprietary purchase and only the brand and model specified will be considered</p>	67	CE		
36	<p><b>Product Category:42231500</b> Suplena 1 cal/1.8 cal/ml</p> <p>Suplena 1 cal/1.8 cal/ml, Ready to drink institutional, 8 fl oz can/case of 24, Abbott #62088</p> <p>*This item has been approved as a proprietary purchase and only the brand and model specified will be considered</p>	140	CE		
37	<p><b>Product Category:42231500</b> Pulmocare 1000 ml</p> <p>Pulmocare 1000-ml, Ready to hang vanilla institutional, 1000-ml prefilled containers: 8/case, Abbott #62725</p> <p>*This item has been approved as a proprietary purchase and only the brand and model specified will be considered</p>	63	CE		
38	<p><b>Product Category:42231500</b> Twocal HN 1.0L</p> <p>Twocal HN 1.0L, Ready to hang vanilla institutional, 1000-ml prefilled containers; 8/case, Abbott #62709</p> <p>*This item has been approved as a proprietary purchase and only the brand and model specified will be considered</p>	50	CE		
39	<p><b>Product Category:42231500</b> Twocal HN Cans</p> <p>Twocal HN cans, Ready to drink vanilla institutional, 8 fl oz can/case of 24, Abbott #00729</p> <p>*This item has been approved as a proprietary purchase and only the brand and model specified will be considered</p>	104	CE		
40	<b>Product Category:42231500</b>	65	EA		

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LINE	Description	Quantity	Unit	Unit Price	Extended Amount
	Vital 1.0 Cal 1.0L  Vital 1.0 cal 1.0L, Ready to hang vanilla institutional, 1000-ml prefilled containers: 8/case, Abbott #62711  *This item has been approved as a proprietary purchase and only the brand and model specified will be considered				
41	<b>Product Category:42231500</b> Vital 1 cal  Vital 1 cal, Ready to drink vanilla institutional, 8 fl oz can/case of 24, Abbott #56277  *This item has been approved as a proprietary purchase and only the brand and model specified will be considered	60	CE		
42	<b>Product Category:42231500</b> Vital 1.5 cal  Vital 1.5 cal, 1000-ml prefilled containers; 8/case, Abbott #62713  *This item has been approved as a proprietary purchase and only the brand and model specified will be considered	27	CE		
43	<b>Product Category:42231500</b> Vital 1.5 cal  Vital 1.5 cal, Ready to drink vanilla institutional, 8 fl oz can/24/case, Abbott #56279  *This item has been approved as a proprietary purchase and only the brand and model specified will be considered	60	CE		
44	<b>Product Category:42231500</b> G-Tubes14 FR  G-tubes 14 fr, Nestle compat Item #8741400 or equal  Brand Bidding: _____  Model Bidding: _____	20	EA		
45	<b>Product Category:42231500</b> G-tubes 16 fr  G-tubes 16 fr, Nestle compat Item #8741600 or equal	20	EA		

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LINE	Description	Quantity	Unit	Unit Price	Extended Amount
	Brand Bidding: _____ Model Bidding: _____				
46	<b>Product Category:42231500</b> G-tube 18 fr  G-tubes 18 fr, Nestle compat Item #8741800 or equal  Brand Bidding: _____ Model Bidding: _____	40	EA		
47	<b>Product Category:42231500</b> G-tube 20 fr  G-tubes 20 fr, Nestle compat Item #8742000 or equal  Brand Bidding: _____ Model Bidding: _____	40	EA		
48	<b>Product Category:42231500</b> G-tube 22 fr  G-tubes 22 fr, Nestle compat Item #8742200 or equal  Brand Bidding: _____ Model Bidding: _____	40	EA		
49	<b>Product Category:42231500</b> G-tube 24 fr  G-tubes 24 fr, Nestle compat Item #8742400 or equal  Brand Bidding: _____ Model Bidding: _____	40	EA		
50	<b>Product Category:42231500</b> G-tube 28 fr  G-tube 28 fr, Covidien #888472085 or equal	10	EA		

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LINE	Description	Quantity	Unit	Unit Price	Extended Amount
	Brand Bidding: _____ Model Bidding: _____				
51	<b>Product Category:42231500</b> Juven Unflavored  Juven unflavored 30/packets (19.3g), Abbott Item # 54000  *This item has been approved as a proprietary purchase and only the brand and model specified will be considered	45	EA		
52	<b>Product Category:42231500</b> Adapt Y peg 16-22 fr Medium  Adapt Y peg 13-22fr medium item Nestle #08750300 or equal  Brand Bidding: _____ Model Bidding: _____	73	EA		
53	<b>Product Category:42231500</b> Adapt Y Univ Large 26fr - 30fr  Adapt Y univ large 23fr - 30fr, Nestle Item #08803000 or equal  Brand Bidding: _____ Model Bidding: _____	8	EA		
54	<b>Product Category:42231500</b> Peptamen 1.5 Cal prebio van  Peptamen 1.5 cal prebio van 24-25ml, 8.45 oz cartons/cs, Nestle Item #4390034958  *This item has been approved as a proprietary purchase and only the brand and model specified will be considered	11	CE		
55	<b>Product Category:42231500</b> Power cord with adapter  Power cord with adaptor for Covidien Epump , Kendall Item #383491 or equal.	12	EA		

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LINE	Description	Quantity	Unit	Unit Price	Extended Amount
	<p>**Must be compatible with line 1 pumps**</p> <p>Brand Bidding: _____</p> <p>Model Bidding: _____</p>				
56	<p><b>Product Category:42231500</b> Benoprotein cans</p> <p>Benprotein cans, Instant Protein Powder, 8 oz. cans, Nestle #28410000</p> <p>*This item has been approved as a proprietary purchase and only the brand and model specified will be considered</p>	3,650	EA		

### INSTRUCTIONS TO BIDDERS

1. READ THE ENTIRE BID, INCLUDING ALL TERMS AND CONDITIONS AND SPECIFICATIONS.
  2. ALL BID PRICES MUST BE TYPED OR WRITTEN IN INK. ANY CORRECTIONS, ERASURES OR OTHER FORMS OF ALTERATION TO UNIT PRICES SHOULD BE INITIALED BY THE BIDDER.
  3. THIS BID IS TO BE MANUALLY SIGNED IN INK.
  4. BID PRICES SHALL INCLUDE DELIVERY OF ALL ITEMS F.O.B. DESTINATION OR AS OTHERWISE PROVIDED. BIDS CONTAINING "PAYMENT IN ADVANCE" OR "C.O.D" REQUIREMENTS MAY BE REJECTED. PAYMENT IS TO BE MADE WITHIN 30 DAYS AFTER RECEIPT OF PROPERLY EXECUTED INVOICE OR DELIVERY, WHICHEVER IS LATER.
  5. AMOUNT OF BID BOND REQUIRED: ADDRESSED IN THE SPECIAL TERMS AND CONDITIONS SECTION IF APPLICABLE
  6. AMOUNT OF PERFORMANCE BOND, IF REQUIRED: ADDRESSED IN THE SPECIAL TERMS AND CONDITIONS SECTION
  7. DESIRED DELIVERY: ADDRESSED IN THE SPECIAL TERMS AND CONDITIONS SECTION
  8. TO ASSURE CONSIDERATION OF YOUR BID, ALL BIDS AND ADDENDA SHOULD BE RETURNED IN AN ENVELOPE OR PACKAGE CLEARLY MARKED WITH THE BID OPENING DATE AND THE BID NUMBER, OR SUBMITTED IN THE SPECIAL ENVELOPE IF FURNISHED FOR THAT PURPOSE.
  9. BIDS SUBMITTED ARE SUBJECT TO PROVISIONS OF THE LAWS OF THE STATE OF LOUISIANA INCLUDING BUT NOT LIMITED TO L.R.S. 39:1551-1736; PURCHASING RULES AND REGULATIONS; EXECUTIVE ORDERS; STANDARD TERMS AND CONDITIONS; SPECIAL CONDITIONS; AND SPECIFICATIONS LISTED IN THIS SOLICITATION.
  10. IMPORTANT: BY SIGNING THE BID, THE BIDDER CERTIFIES COMPLIANCE WITH ALL INSTRUCTIONS TO BIDDERS, TERMS, CONDITIONS AND SPECIFICATIONS, AND FURTHER CERTIFIES THAT THIS BID IS MADE WITHOUT COLLUSION OR FRAUD. THIS BID IS TO BE MANUALLY SIGNED IN INK BY A PERSON AUTHORIZED TO BIND THE VENDOR (SEE NO.30). ALL BID INFORMATION SHALL BE WITH INK OR TYPEWRITTEN.
  11. ADDRESS ALL INQUIRIES AND CORRESPONDENCE TO THE BUYER AT THE PHONE AND ADDRESS SHOWN ABOVE.
  12. CONFERENCE: ADDRESSED IN THE SPECIAL TERMS AND CONDITIONS SECTION IF APPLICABLE
  13. BID FORMS.  
ALL WRITTEN BIDS, UNLESS OTHERWISE PROVIDED FOR, MUST BE SUBMITTED ON, AND IN ACCORDANCE WITH, FORMS PROVIDED, PROPERLY SIGNED (SEE NO. 30). BIDS SUBMITTED IN THE FOLLOWING MANNER WILL NOT BE ACCEPTED:
    - A. BID CONTAINS NO SIGNATURE INDICATING INTENT TO BE BOUND;
    - B. BID FILLED OUT IN PENCIL; AND
    - C. BID NOT SUBMITTED ON THE STATE'S STANDARD FORMS.
- BIDS MUST BE RECEIVED AT THE ADDRESS SPECIFIED IN THE SOLICITATION PRIOR TO BID OPENING TIME IN ORDER TO BE CONSIDERED. FAX ALTERATIONS, NOT INVOLVING PRICING, TO BIDS RECEIVED BEFORE BID OPENING TIME WILL BE CONSIDERED PROVIDED BID FORM AND FAXED ALTERATION HAVE BEEN RECEIVED AND TIME-STAMPED BEFORE BID OPENING. ALTERATIONS TO PRICE MUST BE RECEIVED IN A SEALED ENVELOPE WITH THE BID NUMBER, OPENING DATE AND TIME DISPLAYED ON THE OUTSIDE OF THE ENVELOPE AND TIME STAMPED BEFORE BID OPENING. ENTIRE BID SHOULD BE RETURNED, EXECEPT ITEM PAGES NOT BID.
14. STANDARDS OF QUALITY.  
ANY PRODUCT OR SERVICE BID SHALL CONFORM TO ALL APPLICABLE FEDERAL AND STATE LAWS AND REGULATIONS AND THE SPECIFCATIONS CONTAINED IN THE SOLICITATION. UNLESS OTHERWISE SPECIFIED IN THE SOLICITATION, AND ANY MANUFACTURER'S NAME, TRADE NAME, BRAND NAME, OR CATALOG NUMBER USED IN THE SPECIFICATION IS FOR

THE PURPOSE OF DESCRIBING THE STANDARD OF QUALITY, PERFORMANCE AND CHARACTERISTICS DESIRED AND IS NOT INTENDED TO LIMIT OR RESTRICT COMPETITION. BIDDER MUST SPECIFY THE BRAND AND MODEL NUMBER OF THE PRODUCT OFFERED IN HIS BID. BIDS NOT SPECIFYING BRAND AND MODEL NUMBER SHALL BE CONSIDERED AS OFFERING THE EXACT PRODUCTS SPECIFIED IN THE SOLICITATION.

15. DESCRIPTIVE INFORMATION.

BIDDERS PROPOSING AN EQUIVALENT BRAND OR MODEL SHOULD SUBMIT WITH THE BID INFORMATION (SUCH AS ILLUSTRATIONS, DESCRIPTIVE LITERATURE, TECHNICAL DATA) SUFFICIENT FOR STATE OF LOUISIANA TO EVALUATE QUALITY, SUITABILITY, AND COMPLIANCE WITH THE SPECIFICATIONS IN THE SOLICITATION. FAILURE TO SUBMIT DESCRIPTIVE INFORMATION MAY CAUSE BID TO BE REJECTED. ANY CHANGE MADE TO A MANUFACTURER'S PUBLISHED SPECIFICATIONS SUBMITTED FOR A PRODUCT SHALL BE VERIFIABLE BY THE MANUFACTURER. IF ITEM(S) BID DO NOT FULLY COMPLY WITH SPECIFICATIONS (INCLUDING BRAND AND/OR PRODUCT NUMBER), BIDDER SHOULD STATE IN WHAT RESPECT ITEM(S) DEVIATE. FAILURE TO NOTE EXCEPTIONS ON THE BID FORM WILL NOT RELIEVE THE SUCCESSFUL BIDDER(S) FROM SUPPLYING THE ACTUAL PRODUCTS REQUESTED.

16. BID OPENING.

BIDDERS MAY ATTEND THE BID OPENING, BUT NO INFORMATION OR OPINIONS CONCERNING THE ULTIMATE CONTRACT AWARD WILL BE GIVEN AT THE BID OPENING OR DURING THE EVALUATION PROCESS. BIDS MAY BE EXAMINED WITHIN 72 HOURS AFTER BID OPENING. INFORMATION PERTAINING TO COMPLETED FILES MAY BE SECURED BY VISITING THE THE STATE OF LOUISIANA DURING NORMAL WORKING HOURS. WRITTEN BID TABULATIONS WILL NOT BE FURNISHED.

17. AWARDS.

THE STATE OF LOUISIANA RESERVES THE RIGHT TO AWARD ITEMS SEPARATELY, GROUPED OR ON AN ALL-OR-NONE BASIS AND TO REJECT ANY OR ALL BIDS AND WAIVE ANY INFORMALITIES.

18. PRICES .

UNLESS OTHERWISE SPECIFIED BY THE STATE OF LOUISIANA IN THE SOLICITATION, BID PRICES MUST BE COMPLETE, INCLUDING TRANSPORTATION PREPAID BY BIDDER TO DESTINATION AND FIRM FOR ACCEPTANCE FOR A MINIMUM OF 30 DAYS. IF ACCEPTED, PRICES MUST BE FIRM FOR THE CONTRACTUAL PERIOD. BIDS OTHER THAN F.O.B. DESTINATION MAY BE REJECTED. PRICES SHOULD BE QUOTED IN THE UNIT (EACH, BOX, CASE, ETC.) AS SPECIFIED IN THE SOLICITATION.

19. DELIVERIES.

BIDS MAY BE REJECTED IF THE DELIVERY TIME INDICATED IS LONGER THAN THAT SPECIFIED IN THE SOLICITATION.

20. TAXES.

VENDOR IS RESPONSIBLE FOR INCLUDING ALL APPLICABLE TAXES IN THE BID PRICE. STATE AGENCIES ARE EXEMPT FROM ALL STATE AND LOCAL SALES AND USE TAXES.

21. NEW PRODUCTS.

UNLESS SPECIFICALLY CALLED FOR IN THE SOLICITATION, ALL PRODUCTS FOR PURCHASE MUST BE NEW, NEVER PREVIOUSLY USED, AND THE CURRENT MODEL AND/OR PACKAGING. NO REMANUFACTURED, DEMONSTRATOR, USED OR IRREGULAR PRODUCT WILL BE CONSIDERED FOR PURCHASE UNLESS OTHERWISE SPECIFIED IN THE SOLICITATION. THE MANUFACTURER'S STANDARD WARRANTY WILL APPLY UNLESS OTHERWISE SPECIFIED IN THE SOLICITATION.

22. CONTRACT RENEWALS.

UPON AGREEMENT OF THE STATE OF LOUISIANA AGENCY AND THE CONTRACTOR, A TERM CONTRACT MAY BE EXTENDED FOR 2 ADDITIONAL 12-MONTH PERIODS AT THE SAME PRICES, TERMS AND CONDITIONS. IN SUCH CASES, THE TOTAL CONTRACT TERM CANNOT EXCEED 36 MONTHS.

23. CONTRACT CANCELLATION.

THE STATE OF LOUISIANA HAS THE RIGHT TO CANCEL ANY CONTRACT, IN ACCORDANCE WITH PURCHASING RULES AND REGULATIONS, FOR CAUSE, INCLUDING BUT NOT LIMITED TO, THE FOLLOWING: (1) FAILURE TO DELIVER WITHIN THE TIME SPECIFIED IN THE CONTRACT; (2) FAILURE OF THE PRODUCT OR SERVICE TO MEET SPECIFICATIONS, CONFORM TO SAMPLE QUALITY OR TO BE DELIVERED IN GOOD CONDITION; (3) MISREPRESENTATION BY THE CONTRACTOR; (4) FRAUD, COLLUSION, CONSPIRACY OR OTHER UNLAWFUL MEANS OF OBTAINING ANY CONTRACT WITH THE STATE;

- (5) CONFLICT OF CONTRACT PROVISIONS WITH CONSTITUTIONAL OR STATUTORY PROVISIONS OF STATE OR FEDERAL LAW;
- (6) ANY OTHER BREACH OF CONTRACT.

THE STATE, BY WRITTEN NOTICE, MAY TERMINATE THIS CONTRACT, IN WHOLE OR IN PART, WHEN IT IS IN THE STATE'S INTEREST. IF THIS CONTRACT IS TERMINATED, THE STATE SHALL BE LIABLE ONLY FOR GOODS OR SERVICES DELIVERED OR ACCEPTED. THE STATE NOTICE OF TERMINATION MAY PROVIDE THE CONTRACTOR THIRTY (30) DAYS PRIOR NOTICE BEFORE IT BECOMES EFFECTIVE. HOWEVER, AT THE STATE'S SOLE OPTION A TERMINATION OF CONVENIENCE MAY BE EFFECTIVE IMMEDIATELY AND MAY APPLY TO DELIVERY ORDERS (IF APPLICABLE) OR TO THE CONTRACT IN WHOLE.

24. DEFAULT OF CONTRACTOR.

FAILURE TO DELIVER WITHIN THE TIME SPECIFIED IN THE BID WILL CONSTITUTE A DEFAULT AND MAY CAUSE CANCELLATION OF THE CONTRACT. WHERE THE STATE HAS DETERMINED THE CONTRACTOR TO BE IN DEFAULT. THE STATE RESERVES THE RIGHT TO PURCHASE ANY OR ALL PRODUCTS OR SERVICES COVERED BY THE CONTRACT ON THE OPEN MARKET AND TO CHARGE THE CONTRACTOR WITH COST IN EXCESS OF THE CONTRACT PRICE. UNTIL SUCH ASSESSED CHARGES HAVE BEEN PAID, NO SUBSEQUENT BID FROM THE DEFAULTING CONTRACTOR WILL BE CONSIDERED.

25. ORDER OF PRIORITY.

IN THE EVENT THERE IS A CONFLICT BETWEEN THE INSTRUCTIONS TO BIDDERS OR STANDARD CONDITIONS AND THE SPECIAL CONDITIONS, THE SPECIAL CONDITIONS SHALL GOVERN.

26. APPLICABLE LAW.

ALL CONTRACTS SHALL BE CONSTRUED IN ACCORDANCE WITH AND GOVERNED BY THE LAWS OF THE STATE OF LOUISIANA.

27. COMPLIANCE WITH CIVIL RIGHTS LAWS.

BY SUBMITTING AND SIGNING THIS BID, BIDDER AGREES TO ABIDE BY THE REQUIREMENTS OF THE FOLLOWING AS APPLICABLE: TITLE VI AND VII OF THE CIVIL RIGHTS ACT OF 1964, AS AMENDED BY THE EQUAL OPPORTUNITY ACT OF 1972, FEDERAL EXECUTIVE ORDER 11246, FEDERAL REHABILITATION ACT OF 1973, AS AMENDED, THE VETERAN'S READJUSTMENT ASSISTANCE ACT OF 1974, TITLE IX OF THE EDUCATION AMENDMENTS OF 1972, THE AGE ACT OF 1975, AND BIDDER AGREES TO ABIDE BY THE REQUIREMENTS OF THE AMERICANS WITH DISABILITIES ACT OF 1990. BIDDER AGREES NOT TO DISCRIMINATE IN ITS EMPLOYMENT PRACTICES, AND WILL RENDER SERVICES UNDER ANY CONTRACT ENTERED INTO AS A RESULT OF THIS SOLICITATION WITHOUT REGARD TO RACE, COLOR, RELIGION, NATIONAL ORIGIN, VETERAN STATUS, POLITICAL AFFILIATION, OR DISABILITIES. ANY ACT OF DISCRIMINATION COMMITTED BY BIDDER, OR FAILURE TO COMPLY WITH THESE STATUTORY OBLIGATIONS WHEN APPLICABLE, SHALL BE GROUNDS FOR TERMINATION OF ANY CONTRACT ENTERED INTO AS A RESULT OF THIS SOLICITATION.

28. SPECIAL ACCOMMODATION.

ANY "QUALIFIED INDIVIDUAL WITH A DISABILITY" AS DEFINED BY THE AMERICANS WITH DISABILITIES ACT WHO HAS SUBMITTED A BID AND DESIRES TO ATTEND THE BID OPENING, MUST NOTIFY THIS OFFICE IN WRITING NOT LATER THAN 7 DAYS PRIOR TO THE BID OPENING DATE OF THEIR NEED FOR SPECIAL ACCOMMODATIONS. IF THE REQUEST CANNOT BE REASONABLY PROVIDED, THE INDIVIDUAL WILL BE INFORMED PRIOR TO THE BID OPENING.

29. INDEMNITY.

CONTRACTOR AGREES, UPON RECEIPT OF WRITTEN NOTICE OF A CLAIM OR ACTION, TO DEFEND THE CLAIM OR ACTION, OR TAKE OTHER APPROPRIATE MEASURE, TO INDEMNIFY, AND HOLD HARMLESS, THE STATE, ITS OFFICERS, ITS AGENTS AND ITS EMPLOYEES FROM AND AGAINST ALL CLAIMS AND ACTIONS FOR BODILY INJURY, DEATH OR PROPERTY DAMAGES CAUSED BY THE FAULT OF THE CONTRACTOR, ITS OFFICERS, ITS AGENTS, OR ITS EMPLOYEES. CONTRACTOR IS OBLIGATED TO INDEMNIFY ONLY TO THE EXTENT OF THE FAULT OF THE CONTRACTOR, ITS OFFICERS, ITS AGENTS, OR ITS EMPLOYEES. HOWEVER, THE CONTRACTOR SHALL HAVE NO OBLIGATION AS SET FORTH ABOVE WITH RESPECT TO ANY CLAIM OR ACTION FROM BODILY INJURY, DEATH OR PROPERTY DAMAGES ARISING OUT OF THE FAULT OF THE STATE, ITS OFFICERS, ITS AGENTS OR ITS EMPLOYEES.

30. SIGNATURE AUTHORITY.

ATTENTION: R.S. 39:1594(C)(4) REQUIRES EVIDENCE OF AUTHORITY TO SIGN AND SUBMIT BIDS TO THE STATE OF LOUISIANA. YOU MUST INDICATE WHICH OF THE FOLLOWING APPLY TO THE SIGNER OF THIS BID.

PLEASE CIRCLE ONE:

1. THE SIGNER OF THIS BID IS EITHER A CORPORATE OFFICER WHO IS LISTED ON THE MOST CURRENT ANNUAL REPORT ON FILE WITH THE SECRETARY OF STATE OR A MEMBER OF A PARTNERSHIP OR PARTNERSHIP IN COMMENDAM AS REFLECTED IN THE MOST CURRENT PARTNERSHIP RECORDS ON FILE WITH THE SECRETARY OF STATE. A COPY OF THE ANNUAL REPORT OR PARTNERSHIP RECORD MUST BE SUBMITTED TO THIS OFFICE BEFORE CONTRACT AWARD.

2. THE SIGNER OF THE BID IS A REPRESENTATIVE OF THE BIDDER AUTHORIZED TO SUBMIT THIS BID AS EVIDENCED BY DOCUMENTS SUCH AS, CORPORATE RESOLUTION, CERTIFICATION AS TO CORPORATE PRINCIPAL., ETC. IF THIS APPLIES A COPY OF THE RESOLUTION, CERTIFICATION, OR OTHER SUPPORTIVE DOCUMENTS MUST BE ATTACHED HERETO.

3. THE BIDDER HAS FILED WITH THE SECRETARY OF STATE AN AFFIDAVIT OR RESOLUTION OR OTHER ACKNOWLEDGED/ AUTHENTIC DOCUMENT INDICATING THAT THE SIGNER IS AUTHORIZED TO SUBMIT BIDS FOR PUBLIC CONTRACTS. A COPY OF THE APPLICABLE DOCUMENT MUST BE SUBMITTED TO THIS OFFICE BEFORE CONTRACT AWARD.

4. THE SIGNER OF THE BID HAS BEEN DESIGNATED BY THE BIDDER AS AUTHORIZED TO SUBMIT BIDS ON THE BIDDER'S VENDOR REGISTRATION ON FILE WITH THIS OFFICE.

31. IN ACCORDANCE WITH THE PROVISIONS OF R.S. 39:2182, IN AWARDING CONTRACTS AFTER AUGUST 15, 2010, ANY PUBLIC ENTITY IS AUTHORIZED TO REJECT A PROPOSAL OR BID FROM, OR NOT AWARD THE CONTRACT TO, A BUSINESS IN WHICH ANY INDIVIDUAL WITH AN OWNERSHIP INTEREST OF FIVE PERCENT OR MORE, HAS BEEN CONVICTED OF, OR HAS ENTERED A PLEA OF GUILTY OR NOLO CONTENDERE TO ANY STATE FELONY OR EQUIVALENT FEDERAL FELONY CRIME COMMITTED IN THE SOLICITATION OR EXECUTION OF A CONTRACT OR BID AWARDED UNDER THE LAWS GOVERNING PUBLIC CONTRACTS UNDER THE PROVISIONS OF CHAPTER 10 OF TITLE 38 OF THE LOUISIANA REVISED STATUTES OF 1950, PROFESSIONAL, PERSONAL, CONSULTING, AND SOCIAL SERVICES PROCUREMENT UNDER THE PROVISIONS OF CHAPTER 16 OF TITLE 39, OR THE LOUISIANA PROCUREMENT CODE UNDER THE PROVISIONS OF CHAPTER 17 OF TITLE 39.

32. FEDERAL CLAUSES, IF APPLICABLE

CIVIL RIGHTS

BOTH PARTIES SHALL ABIDE BY THE REQUIREMENTS OF TITLE VII OF THE CIVIL RIGHTS ACT OF 1964, AND SHALL NOT DISCRIMINATE AGAINST EMPLOYEES OR APPLICANTS DUE TO COLOR, RACE, RELIGION, SEX, HANDICAP OR NATIONAL ORIGIN. FURTHERMORE, BOTH PARTIES SHALL TAKE AFFIRMATIVE ACTION PURSUANT TO EXECUTIVE ORDER #11246 AND THE NATIONAL VOCATIONAL REHABILITATION ACT OF 1973 TO PROVIDE FOR POSITIVE POSTURE IN EMPLOYING AND UPGRADING PERSONS WITHOUT REGARD TO RACE, COLOR, RELIGION, SEX, HANDICAP OR NATIONAL ORIGIN, AND SHALL TAKE AFFIRMATIVE ACTION AS PROVIDED IN THE VIETNAM ERA VETERAN'S READJUSTMENT ACT OF 1974. BOTH PARTIES SHALL ALSO ABIDE BY THE REQUIREMENTS OF TITLE VI OF THE CIVIL RIGHTS ACT OF 1964 AND THE VOCATIONAL REHABILITATION ACT OF 1973 TO ENSURE THAT ALL SERVICES ARE DELIVERED WITHOUT DISCRIMINATION DUE TO RACE, COLOR, NATIONAL ORIGIN OR HANDICAP.

ANTI-KICKBACK CLAUSE

THE CONTRACTOR HEREBY AGREES TO ADHERE TO THE MANDATE DICTATED BY THE COPELAND "ANTI-KICKBACK" ACT WHICH PROVIDES THAT EACH CONTRACTOR OR SUBGRANTEE SHALL BE PROHIBITED FROM INDUCING, BY ANY MEANS, ANY PERSON EMPLOYED IN THE COMPLETION OF WORK, TO GIVE UP ANY PART OF THE COMPENSATION TO WHICH HE IS OTHERWISE ENTITLED.

CLEAN AIR ACT

THE CONTRACTOR HEREBY AGREES TO ADHERE TO THE PROVISIONS WHICH REQUIRE COMPLIANCE WITH ALL APPLICABLE STANDARDS, ORDERS OR REQUIREMENTS ISSUED UNDER SECTION 306 OF THE CLEAN AIR ACT WHICH PROHIBITS THE USE UNDER NON-EXEMPT CONTRACTS, GRANTS OR LOANS OF FACILITIES INCLUDED ON THE EPA LIST OF VIOLATING FACILITIES.

CLEAN WATER ACT

THE CONTRACTOR HEREBY AGREES TO ADHERE TO THE PROVISIONS WHICH REQUIRE COMPLIANCE WITH ALL APPLICABLE STANDARDS, ORDERS OR REQUIREMENTS ISSUED UNDER SECTION 508 OF THE CLEAN WATER ACT WHICH PROHIBITS THE USE UNDER NON-EXEMPT FEDERAL CONTRACTS, GRANTS OR LOANS OF FACILITIES INCLUDED ON THE EPA LIST OF VIOLATING FACILITIES.

ANTI-LOBBYING AND DEBARMENT ACT

THE CONTRACTOR WILL BE EXPECTED TO COMPLY WITH FEDERAL STATUTES IN THE ANTI-LOBBYING ACT AND THE DEBARMENT ACT.

33. CERTIFICATION OF NO SUSPENSION OR DEBARMENT.

BY SIGNING AND SUBMITTING ANY PROPOSAL FOR \$25,000 OR MORE, THE PROPOSER CERTIFIES THAT THEIR COMPANY, ANY SUBCONTRACTORS, OR PRINCIPALS ARE NOT SUSPENDED OR DEBARRED BY THE GENERAL SERVICES ADMINISTRATION (GSA) IN ACCORDANCE WITH THE REQUIREMENTS IN "AUDIT REQUIREMENTS IN SUBPART F OF THE OFFICE OF MANAGEMENT AND BUDGET'S UNIFORM ADMINISTRATIVE REQUIREMENTS, COST PRINCIPLES, AND AUDIT REQUIREMENTS FOR FEDERAL AWARDS" (FORMERLY OMB CIRCULAR A-133).

A LIST OF PARTIES WHO HAVE BEEN SUSPENDED OR DEBARRED CAN BE VIEWED VIA THE INTERNET AT [HTTPS://WWW.SAM.GOV](https://www.sam.gov).

34. IN ACCORDANCE WITH LOUISIANA LAW, ALL CORPORATIONS (SEE LA R.S. 12:262.1) AND LIMITED LIABILITY COMPANIES (SEE LA R.S. 12:1308.2) MUST BE REGISTERED AND IN GOOD STANDING WITH THE LOUISIANA SECRETARY OF STATE IN ORDER TO HOLD A PURCHASE ORDER AND/OR CONTRACT OVER \$25,000.

35. ALL BID AMOUNTS SHALL BE SUBMITTED IN UNITED STATES DOLLARS.