

STATE OF LOUISIANA  
UNIVERSITY OF LOUISIANA AT MONROE  
MONROE, LOUISIANA  
A Member of the University of Louisiana System

INVITATION TO BID  
BID #50006-020  
TO FURNISH AND DELIVER  
ATHLETIC TRAINING SUPPLIES FOR THE ATHLETIC TRAINING ROOM

ISSUING AGENCY: The University of Louisiana at Monroe  
Purchasing Department  
700 University Avenue, Coenen Hall Room 140  
Monroe, La 71209

Director of Purchasing: Cheri Perkins  
Email: perkins@ulm.edu

Purchasing Specialist: Shakeya Bennett/318.342.5208  
Email: rogers@ulm.edu

Requisition By: Jerri Kaye Johnston  
Phone: 318.342.3575

Release Date: May 29, 2025

Bid Opening Date: June 19, 2025

Bid Opening Time: 2:00 p.m., Central Time

Bid Opening Location: The University of Louisiana at Monroe  
Purchasing Department  
Coenen Hall 140  
700 University Avenue  
Monroe, La 71209

BID RESPONSE FORM PAGES AVAILABLE IN EXCEL FORMAT BY CONTACTING SHAKEYA BENNETT AT [RODGERS@ULM.EDU](mailto:RODGERS@ULM.EDU)  
BY JUNE 10, 2025.

NOTE: This solicitation is a sealed bid and must be returned by mail or delivered in person. Bid response forms cannot be faxed and any fax responses shall be rejected.

This ITB is available in electronic form at <https://www.cfprd.doa.louisiana.gov/osp/lapac/pubmain.cfm>.

It is available in PDF format or in printed form by submitting a written request to the Procurement Specialist email listed above. It is the Bidder's responsibility to check the Office of State Purchasing LaPac website frequently for any possible addenda that may be issued. ULM is not responsible for a bidder's failure to download any addenda documents required to complete an Invitation to Bid.

## NOTICE TO BIDDERS

Louisiana Revised Statute 39:1595 gives preference for all types of products produced, manufactured, or assembled in Louisiana. Southeastern may purchase such materials, supplies, products, provisions, or equipment which are produced, manufactured, or assembled in Louisiana, and which are equal in quality to other materials, supplies, products, provisions, or equipment, provided that all of the following conditions are met:

- (1) The cost of such items does not exceed the cost of other items which are manufactured, produced, or assembled outside the state by more than (10%) ten percent.
- (2) The vendor of such Louisiana items agrees to sell the items at the same price as the lowest bid offered on such items.
- (3) In cases where more than one bidder offers Louisiana items which are within ten percent of the lowest bid, the bidder offering the lowest bid on Louisiana items is entitled to accept the price of the lowest bid made on such items.

If your business qualifies to claim the Louisiana preference as outlined, this form shall be completed and returned with the Bid Response Form/s for consideration and application of any preferences claimed. Bidder to state the following for consideration:

State Bid Item #'s Qualifying	State Whether: Produced   Manufactured   Assembled	State LA Location (City/Town)

If more space is needed, this form may be duplicated and appended.

I certify the above information is an accurate statement and products claimed qualify for application of LA preference per LA R.S. 39:1595:

Name of Business: \_\_\_\_\_

Official Claiming: \_\_\_\_\_  
Signature Title Date

**Become certified today with the Hudson or Veteran Initiatives  
to gain increased access to state contracts and purchasing opportunities**

**Louisiana's Hudson Initiative is a certification program designed to help eligible Louisiana small businesses gain greater access to purchasing and contracting opportunities that are available at the State government level.**

**The program is open to all Louisiana businesses that meet eligibility requirements. Visit [OpportunityLouisiana.com/Hudson-Initiative](https://OpportunityLouisiana.com/Hudson-Initiative) for eligibility guidelines and to access the online application.**

**SMALL PURCHASES EXECUTIVE ORDER BENEFITS**

**The new Small Purchases Executive Order 2020 JBE 21 waives the requirement of multiple quotes for small purchases of less than \$30,000 if a certified company submits a quote that is reasonable.**

- **No quotes required for purchases from \$0 to \$10,000**
- **Removes requirement for 3 quotes for purchases from \$10,000 to \$20,000**
- **Removes requirement for 5 quotes for purchases from \$20,000 to \$25,000**

**REQUEST FOR PROPOSAL (RFP) BENEFITS**

- **10% of the total evaluation points can be added to a certified Hudson company's bid on a RFP**
- **For the Veteran Initiative, 12% points can be added to a certified Veteran company's on a RFP**
- **Prime contractors who use certified Small Entrepreneurships as a subcontractor on a bid for an RFP are also eligible to receive additional percentage points on their bid**
- **Business and contact information will be accessible to State purchasing officials and prime contractors looking for subcontractors**

**Louisiana Economic Development offers an array of resources to small business owners. For a comprehensive list of resources provided by LED, please visit [OpportunityLouisiana.com](https://OpportunityLouisiana.com)**

TO: Louisiana Veteran-Owned and Service-Connected Disabled Veteran-Owned Small Entrepreneurships

RE: Veteran Initiative – Act 167 of the 2009 Legislative Session

➤ **ARE YOU ELIGIBLE FOR PARTICIPATION?**

- Are you a veteran-owned small entrepreneurship or a service-connected disabled veteran-owned small entrepreneurship in accordance with documentation from the United States Department of Veterans Affairs or the Louisiana Department of Veterans Affairs?
- Are you a Louisiana domiciled business?
- Do you have less than fifty (50) full-time employees?
- Are your annual gross revenue receipts \$5,000,000 or less (for construction) or \$3,000,000 for (non-construction) for each of the previous 3 tax years?

If your answers are yes, your company may be eligible for participation in the Louisiana Veteran-Owned and Service-Connected Disabled Veteran-Owned Small Entrepreneurship Program, also known as the Veteran Initiative.

➤ **WHAT IS THE VETERAN INITIATIVE?**

The Veteran Initiative, created by LRS 39:2171 through 2179 and LRS 51:931, provides additional opportunities for certified Louisiana-based small entrepreneurships to participate in contracting and procurement with the State. Key features of the program are:

- This is a goal-oriented program
- It is race and gender neutral
- Participation is restricted to Louisiana-based certified veteran-owned and service-connected disabled veteran-owned small entrepreneurships

The rules governing the implementation of the program are located at <http://www.doa.louisiana.gov/osp/se/se.htm>

➤ **WHY IS CERTIFICATION IMPORTANT?**

Certification is required for your participation in the Veteran Initiative. Under this program, you may be given increased opportunity to participate in Louisiana state contracts. Certain contracts may be awarded to your business without competition. And, certification is one of the methods that the State of Louisiana will utilize as a basis for benchmarking for annualized procurement and contracting goals.

➤ **WHAT AGENCY IS RESPONSIBLE FOR CERTIFICATION?**

The Louisiana Department of Economic Development (LED) is responsible for certifying Small Entrepreneurships for participation in the program. The (LED) Small Business Certification System may be accessed at [https://smallbiz.louisianaforward.com/index\\_2.asp](https://smallbiz.louisianaforward.com/index_2.asp). For additional information regarding certification, please contact the LED at (225) 342-3000.

➤ **WHAT IS THE ROLE OF THE DEPARTMENT OF VETERANS AFFAIRS?**

The Louisiana Department of Veterans Affairs is responsible for disseminating information on this program and other veterans' benefits to Louisiana veterans. Information on this program and other veterans' benefits can be accessed at [www.vetaffaris.la.gov](http://www.vetaffaris.la.gov)

The State of Louisiana is committed to the success of this program and encourages your participation.

**THE UNIVERSITY OF LOUISIANA AT MONROE  
INFORMATION FOR BIDDERS AND STANDARD CONDITIONS**

**1. GENERAL INFORMATION**

- a. Address all inquiries and correspondence to the buyer at the phone and address as shown on cover page.
- b. Bids will be accepted in the Office of the Purchasing Department, Coenen Hall, Room 1-140, 700 University Avenue, Monroe, LA 71209-2250, until time and date as stated on cover page. Physical address for hand delivery is Coenen Hall 140, 4014 LaSalle Street, Monroe LA 71209.
- c. Formal bids, amendments thereto or requests for withdrawal of bids or any part thereof received after time specified for bid opening will not be considered, whether delayed in the mail or for any other cause whatsoever.

**2. BID FORMS**

- a. All written bids, unless otherwise provided for, must be submitted on, and in accordance with, forms provided, properly signed. Bids in the following manner will not be accepted:
  - i. Bid contains no signature indicating intent to be bound;
  - ii. Bid filled out in pencil; and
  - iii. Bid not submitted on the university's standard forms.
- b. Bids must be received at the address specified in the solicitation prior to bid opening date and time in order to be considered. Telegraphic and Fax alterations to bids received before bid opening time will be considered provided formal bid and written alteration have been received and time-stamped before bid opening time. Entire bid should be returned, except item pages not bid.

**3. STANDARDS OF QUALITY**

- a. Any product or service bid, shall conform to all applicable federal and state laws and regulations and the specifications contained in the solicitation, unless otherwise specified in the solicitation, and 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.
- b. Unless specifically called for in the solicitation, all products for purchase must be new, never previously used, and the current model and/or packaging and of best quality as measured by acceptable standards of the trade, and any defects in any product may cause its rejection. No remanufactured, demonstrator, used or irregular product will be considered for purchase unless otherwise specified in the solicitation, where applicable, all products are to be covered by standard factory warranty unless otherwise specified by the University.
- c. Bidders proposing an equivalent brand or model should submit with the bid information (such as illustrations, descriptive literature, and technical data) sufficient for the buyer 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 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 must 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.

**4. 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 purchasing office of The University of Louisiana at Monroe. Bid tabulations may be secured only after written request.

5. **LOUISIANA PREFERENCE:** Preference is hereby given to products produced, manufactured, harvested, grown, or assembled in Louisiana which are equal in quality to products produced, manufactured, harvested, grown, or assembled outside of Louisiana. The bidder shall state his right to claim the ten percent (10%) preference in his bid response and the



bidder should state the respective Louisiana location where each qualifying item is produced, manufactured, harvested, grown, or assembled.

6. **NOTICE OF SPECIAL PROGRAMS AVAILABLE FOR SMALL BUSINESS:**  
<https://www.opportunitylouisiana.com/small-business/special-programs-for-small-business>
7. **REJECTION OF BIDS**  
Bids from bidders who have a documented history of providing substandard products and/or services will be rejected and returned unopened to the bidder.
8. **AWARDS**
  - a. Unless otherwise stated, award will be made to the lowest, responsible bidder, taking into consideration the quality of the products to be supplied and their conformity with the specifications.
  - b. The university 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.
  - c. Preference is hereby given to materials, supplies, and provisions, produced, manufactured, or grown in Louisiana, quality being equal to articles offered by competitors outside of the state.
  - d. Only the issuance of a purchase order constitutes acceptance on the part of the University. The University of Louisiana at Monroe adheres to the equal opportunity provisions of federal civil rights laws and regulations.
9. **PRICES**
  - a. Unless otherwise specified by the university 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. Failure to do so may result in your bid being rejected.
  - b. The University will not aid in the unloading of any freight, nor be responsible for any additional freight charges. Charges for extra freight labor needed for unloading bulky or heavy items as defined under National Motor Freight Regulations must be included in bid prices.
    - i. **Non-Installed Merchandise.** If you are the successful bidder, you are to make notation on freight bills and bills-of-lading that shipper guarantees charges to protect University against contingency of additional freight charges. Should extra charges be necessary, they will be charged back to the shipper.
    - ii. Instruct the shipper to include on bills-of-lading and freight bills our Purchase Order Number and our company name as first or second vendor. We are more concerned from whom we purchased the merchandise than from whom the merchandise was shipped. If freight is unidentifiable, the University will be forced to refuse shipment.
    - iii. **Installed Merchandise.** All merchandise bid upon "installed" means that you are to deliver, be on hand to receive merchandise when it reaches our premises, uncrate or unpack, assemble and set in place ready for operation, and remove debris from site.
    - iv. The only exception to this statement will be those of instances where installed merchandise comes onto the Campus and is of a nature that the freight line can handle the items involved without the aid of University personnel. In these instances we will allow the freight line to unload the merchandise at the proper site, and will then notify the proper vendor that the merchandise is on hand and ready for installation.
    - v. The shipment is to be consigned to your establishment in care of THE UNIVERSITY OF LOUISIANA AT MONROE with notation on bills-of lading for the freight carrier to contact you, the vendor, before delivery. The University will take no part in the delivery of this merchandise except as noted above.
    - vi. Should for any reason merchandise of a nature requiring additional unloading labor be delivered to our Campus without the vendor being here to receive the freight, the University will refuse to receive the freight and ask the freight line to contact the vendor to arrange for proper delivery. The University will not be responsible for re-delivery charges.

c. Cash discounts will be considered and time will be counted for date of delivery at the University of Louisiana at Monroe or from date correct invoice is received from contractor, if latter date is later than date of delivery. A cash discount for less than 30 days will not be considered in making an award.

d. All bids must be firm prices, free of any escalator clauses.

10. **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.

11. **DELIVERIES**

Bids may be rejected if the delivery time indicated is longer than that specified in the solicitation.

12. **TAXES**

Vendor is responsible for including all applicable taxes in the bid price. The University of Louisiana at Monroe, a state agency, is exempt from all state and local sales and use taxes.

13. **PAYMENT**

After receipt and acceptance of order and receipt of valid invoice, payment will be made by the University of Louisiana at Monroe within thirty (30) days. Payment will be made at the respective unit prices shown on the bid, less any percentages off list price, less Federal excise tax, less cash discount earned.

14. **CONTRACT CANCELLATION**

The University of Louisiana at Monroe 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.

15. **DEFAULT OF CONTRACTOR**

Failure of a contractor to deliver within the time specified, or failure to make replacements of rejected articles, shall permit the University to purchase in the open market articles of comparable grade to take the place of those rejected or not delivered. On all such purchases the contractor shall reimburse the University for any expense incurred in excess of contract prices. Such purchases will be deducted from contract quantities. Also, in accordance with R.S. 39:1661.C states in the event any contractor fails to fulfill or comply with the term of any contract, the chief procurement office may award the contract to the next lowest responsible bidder subject to acceptance by that bidder and charge the difference in cost to the defaulting contractor.

16. **CONTRACT RENEWALS**

Upon agreement of the University of Louisiana at Monroe and the Contractor, a term contract may be extended for four (4) additional twelve (12) month periods at the same prices, terms and conditions. In such cases, the total contract term cannot exceed sixty (60) months.

17. **ORDER OF PRIORITY**

- a. In the event there is a conflict between the Instructions to bidders or Standard Conditions and the Special Conditions, the Special Conditions shall govern.
- b. Any interpretation of the documents will be made by Addendum only, issued by the purchasing department, and a copy of such addendum will be mailed or faxed to each person receiving a set of the bid documents. The University will not be responsible for any other explanation of the documents.

18. **APPLICABLE LAW**

All contracts shall be construed in accordance with and governed by the Laws of the State of Louisiana.

19. **COMPLIANCE WITH CIVIL RIGHT 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, the Davis-Bacon Act of 1931, 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, sex, sexual orientation, 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.

20. **SPECIAL ACCOMMODATION**

Any "Qualified individual with a Disability" as defined by the American with Disabilities Act who has submitted a bid and desires to attend the bid opening, must notify this office in writing not later than seven 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.

21. **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.

22. **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 the 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.

23. 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 of "nolo contendere" to any state felony or equivalent federal felony crime committed in the solicitation or execution of a contract or bid awarded under 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.

24. **CERTIFICATION OF NO SUSPENSION OR DEBARMENT.**

By signing and submitting any bid for \$25,000 or more, the bidder 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 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/portal/SAM/#1#1>

25. **FEDERAL CLAUSES, IF APPLICABLE**

**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 Federal Contracts, Grants or Loans of Facilities included on the EPA list of Violating Facilities.

ENERGY POLICY AND CONSERVATION ACT- The contractor hereby recognizes the mandatory standards and policies relating to energy efficiency which are contained in the State Energy Conservation Plan issued in compliance with the Energy Policy and Conservation Act (P.L. 94-163).

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 required in the Anti-Lobbying Act and the Debarment Act.

**24. PIGGYBACK**

ULM and eight other institutions are governed by the University of Louisiana System. ULM declares that the successful bidder may extend the same product or services requested under this Request for Quotation to any of the University of Louisiana System institutions under the same terms as represented to ULM in the bidder's response, all in accordance with the provisions of LA R.S. 39:1702(A). Other University of Louisiana System institutions include: Grambling State University, Louisiana Tech, McNeese State University, Nicholls State University, Northwestern State University, Southeastern Louisiana University, University of Louisiana at Lafayette, and University of New Orleans.

**The University of Louisiana at Monroe**  
**Bid Response Form**

BIDDERS'S NAME: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

TELEPHONE NO: \_\_\_\_\_ FAX NO: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

Scope: Furnish and deliver Athletic Training Supplies on an as needed basis per specifications and requirements to The University of Louisiana at Monroe Athletic Training Room for the period of July 1, through June 30, 2026. Vendor to include cost of transportation and handling in the unit price of each item. F.O.B. receiving Monroe, La.

**Bidders should respond to items with the knowledge that they may be purchased one time or several times during the contract term.**

**Catalog and Bid Samples to be mailed to: Attention Shakeya Bennett**

**The University of Louisiana at Monroe/Purchasing Department/700 University Ave Coenen Hall Room 140/ Monroe La 71209.**

I/we do hereby acknowledge receipt of the following addenda (if any):

No. \_\_\_\_\_ Dated \_\_\_\_\_ No. \_\_\_\_\_ Dated \_\_\_\_\_

**OTHER REQUIREMENTS:**

Bidder shall include the cost of transportation and handling in the unit price of each item offered – F.O.B. University, Monroe, La.

The bidder shall attach illustrations and descriptive literature for the item(s) offered to the bid form for evaluation process.

The attached Instructions to Bidders and General Conditions shall be a part hereof.

**TO THE VENDOR:**

Whenever brand name specifications or catalogue numbers are used to describe the standard of quality, performance and other characteristics, the use of such specifications shall not restrict, unless otherwise specified, the submission of equivalent products.

THIS SOLICITATION IS A SEALED BID AND MUST BE RETURNED BY MAIL OR DELIVERED IN PERSON. BID RESPONSE FORMS CANNOT BE FAXED AND ANY FAX RESPONSES SHALL BE REJECTED.

TERMS: Net 30 Prox. F.O.B. University Athletic Department, Monroe, Louisiana.

TAXES: Any taxes, other than state sales and use tax shall be included within the bidder's unit price. The University is currently exempt from state sales and use tax.

THIS BID RESPONSE SUBMITTED BY: \_\_\_\_\_

AUTHORIZED OFFICER: \_\_\_\_\_  
(Signature) (Print or Type Name)

TITLE: \_\_\_\_\_ DATE: \_\_\_\_\_

The University of Louisiana at Monroe  
Bid Response Form

(See Items Specification Pages Attached)

**ENTIRE BID RESPONSE TO BE DELIVERED TO PURCHASING DEPARTMENT ADDRESS BY DATE AND TIME INDICATED ON THE FRONT OF THE BID DOCUMENT.**

EXCEL FILE WITH BID INFORMATION CAN BE SUBMITTED BY EMAIL TO [RODGERS@ULM.EDU](mailto:RODGERS@ULM.EDU) AFTER BID OPENING FOR TABULATION PURPOSES.

**BID RESPONSE FORM PAGES AVAILABLE IN EXCEL FORMAT BY CONTACTING SHAKEYA BENNETT AT [RODGERS@ULM.EDU](mailto:RODGERS@ULM.EDU) BY JUNE 10, 2025.**

**Vendors are to bid on all items. The bid will be awarded to a single vendor. The awarded vendor will be issued a purchase order for payment of invoices. Orders will be placed via telephone, email or online ordering system.**

**It is a requirement of this bid that the unit price for items shall include shipping costs.**

Prices to be firm for the period of July 1, 2025 through June 30, 2026.

**Provide a quote "percentage off" for catalog items that may be ordered during the contract period (other training, medical supplies, etc.) that are not listed in this solicitation. \_\_\_\_\_% discount**

**State delivery time ARO for in-stock items and indicate which items are in-stock items. \_\_\_\_\_**

**State deliver time ARO for out of stock items and indicate which items are out of stock items. \_\_\_\_\_**

**Indicate if your company provides an Ipad application that allows for tracking and placing orders. \_\_\_\_\_**

**Indicate if your company provides an online portal, in which orders can be tracked and placed with customer's contract pricing and returns can be made. \_\_\_\_\_**

**THIS BID RESPONSE SUBMITTED BY: \_\_\_\_\_**

**AUTHORIZED OFFICER: \_\_\_\_\_**  
(Signature) (Print or Type Name)

**TITLE: \_\_\_\_\_ DATE: \_\_\_\_\_**

TOTAL (Estimated Quantity Multiplied by Unit Price)												
Product Description		Specifications	Brand/Item Requested	Item/Stock Code	Packaging	Unit	Estimated Qty	Unit Price	Indicate Brand offered	Indicate Packaging	Item Code	
Category: Athletic Training Supplies												
Tape Products												
1	Athletic Underwrap Foam	2.75"x30 yd Gold	Mueller Sports Medicine	130706	48	Case	25					
2	PowerFlex Compression Tape Elastic	1"x6yd White Non-Sterile	Andover Coated Products	3710WH-048	48	Case	15					
3	PowerFlex Compression Tape Elastic	2"x6yd White Non-Sterile	Andover Coated Products	3720WH-024	24	Case	200					
4	PowerFlex Compression Tape Elastic	2.75"x6yd White Non-Sterile	Andover Coated Products	4725WH-048	48	Case	10					
5	PowerFlex Compression Tape Elastic	3"x6yd White Non-Sterile	Andover Coated Products	4730WH-048	48	Case	65					
6	PowerFlex Compression Tape Elastic	2"x6yd Black Non-Sterile	Andover Coated Products	3720BK-024	24	Case	25					
7	PowerFlex Compression Tape Elastic	2"x6yd Pink Non-Sterile	Andover Coated Products	3720NP-024	24	Case	20					
8	PowerFlex Compression Tape Elastic	3"x6yd Black Non-Sterile	Andover Coated Products	BK300-048	48	Case	25					
9	ThinFlex Athletic Tape Cotton/Polyester	2"x7.5yd White	Arrowhead Athletics	TF300	24	Case	100					
10	ThinFlex Athletic Tape Cotton/Polyester	3"x7.5yd White	Arrowhead Athletics	TF300	16	Case	250					
11	Kinesiology Tape Cotton/Elastic	2"x16.5 Black Non-Sterile 3x3"	Mueller Sports Medicine	28147	6	Case	6					
12	Pad Heel & Lace Foam	3x3"	Performance Health Supply Inc	82514	2 Rolls	Box	10					
13	Spray Taping Turf-Skin	10oz Colorless Aerosol	Performance Health Supply Inc	204033	Ea	Each	10					
14	Remover Tape	16oz Bottle	Performance Health Supply Inc	201033	16oz	Bottle	4					
15	Strap Orthopedic Padi/Pads Turf Toe Molestskin Adhesive	Size TT-61	Creative Foam Corporation	610-61099	100	Pack	4					
Bandages and Dressings												
16	OmniFlex Retention Tape Non-Woven Fabric	4"x11yd White Non-Sterile	Hartmann USA	900603	Each	Each	10					
17	Flexi-Wrap Compression Wrap Plastic Film	4"x650'	Performance Health Supply Inc	236106	6	Case	6					
18	2nd Skin Bandage Hydrogel	1x1" Blue Non-Sterile	Implus Footcare LLC	10-637-00	200	Jar	5					
19	2nd Skin Bandage Hydrogel	3" Non-Sterile	Implus Footcare LLC	10-603-00	48	Jar	5					
20	Liquid Skin Topical Skin Adhesive	0.5 mL	Clemence Medical Products	92812	10	Bag	4					
Gloves												
21	MidKnight Nitrile Exam Gloves	Medium Black Non-Sterile	Microflex Inc	MK-296-M	100	Box	30					
22	MidKnight Nitrile Exam Gloves	Large Black Non-Sterile	Microflex Inc	MK-296-L	100	Box	10					
Infection Control												
23	Hydrogen Peroxide 3% Antiseptic Topical Solution	4 oz	Hydrox Labs	F0010	Each	Each	15					
24	Ethyl Rubbing Alcohol Solution 70%	16oz	Cumberland Swan	1000032333	Each	Each	10					
25	Hibiclens Pre-Op Scrub	16oz Pump Bottle Scented	Molnlycke Healthcare	57516	Each	Each	10					
26	Amerigel Wound Cleaner Solution	7.1oz can	Amerx Health Care Corp	A50117	Each	Each	10					
27	Disinfectant Spray Clorox Anywhere	32 oz	Lagasse Inc	CL001698CT	Each	Each	24					
28	Disinfectant Mat Whizzer	1 Gallon	Mueller Sports Medicine	230201	Each	Each	10					
Instruments												
29	Super Pro Non-Stick Scissors	Stainless Steel/Teflon Coating	Pro Orthopedic Devices	01212	Each	Each	4					
30	Super Pro Surgical Scissors	Stainless Steel	Pro Orthopedic Devices	01211	Each	Each	4					
31	Graco Trimmer Chrome Plated	Each	Graham-Field/Everest & Jennings	1793	Each	Each	4					
32	Pedi-Corn Corn Cutter Blade	Stainless Steel Sterile Disposable	Graham-Field/Everest & Jennings	1793C	10	Pack	10					
Orthopedics												
33	PRO Tubular Knit Compression Bandage	4"x11 yd White	Pro Orthopedic Devices	24191	Each	Each	6					
34	PRO Tubular Knit Compression Bandage	4"x11yd Black	Pro Orthopedic Devices	24111	Each	Each	6					
35	PRO Tubular Knit Compression Bandage	5"x11yd White	Pro Orthopedic Devices	25191	Each	Each	6					
36	PRO Tubular Knit Compression Bandage	5"x11yd Black	Pro Orthopedic Devices	25111	Each	Each	6					
37	Soft-Rol Cast Padding	2"x4yd	BSN Medical, Inc	9052	24	Bag	2					
38	Scotchcast Tape White	2"x4yd	3M Medical Products	82102	10	Case	4					
39	Wonderspur Cup Heel Silicone	Medium	Silipos	4501	Pair	Pair	6					
40	Wonderspur Cup Heel Silicone	Large	Silipos	4502	Pair	Pair	6					
41	Wonderspur Cup Heel Silicone	X-Large	Silipos	4503	Pair	Pair	6					
Pharmaceuticals and Vaccines												
42	Acetaminophen Pain Reliever/Fever Reducer	500mg Pouch	Medique Pharmaceuticals	17513	250x2	Box	10					
43	Addaprin NSAID	200mg	Medique Pharmaceuticals	1625314	250x2	Box	10					
44	Mediproxen NSAID	220mg	Medique Pharmaceuticals	23733	100x1	Box	10					
45	Pain-Off NSAID	250/250/65mg	Medique Pharmaceuticals	461-47	100x2	Box	8					

46 Aspirin	325mg	Medique Pharmaceuticals	11613	250x2	Box	2
47 Medicin-D Allergy	325/2/5mg Unit Dose	Medique Pharmaceuticals	12013	250x2	Box	5
48 Medi-Mucous	20/400mg Unit Dose Packet	Medique Pharmaceuticals	34550	50x1	Box	15
49 Cold & Cough Product	325/10/5mg Dose Packet	Medique Pharmaceuticals	10836	75x2	Box	20
50 Loradamed Allergy Oral Tablets	10mg Unit Dose Packet	Medique Pharmaceuticals	20350	1x50	Box	5
51 Diphenhydramine Allergy Oral Capsules	25mg Unit Dose Packet	Medique Pharmaceuticals	18447	200x1	Box	3
52 Medi-First Sinus Decongestant Oral Tablets	10mg Unit Dose Packet	Medique Pharmaceuticals	80913	500x1	Box	5
53 Medkoff Cough	7.6mg Cherry	Medique Pharmaceuticals	50601	600	Box	3
54 Cepacol Lozenges	15/3.6mg Extra Strength	RB Health US LLC	63824-71016	16	Pack	10
55 Nquill Cold/Flu LiquiCaps	10mg	Procter & Gamble Dist	2390001440	24	Box	10
56 Medi-First Antacid	420mg Unit Dose Pack	Medique Pharmaceuticals	80213	250x2	Box	3
57 Diotame Antacid/Antidiarrhea	262mg	Medique Pharmaceuticals	22013	250x2	Box	5
58 Diamode Antidiarrhea	2mg	Medique Pharmaceuticals	20064	24	Box	5
59 Medi-Mediline Anti-Nausea	25mg	Medique Pharmaceuticals	47915	500x2	Box	2
60 Visme A.C. Astringent/Redness Reliever	.05/.25% 1/2oz Bottle	Johnson & Johnson Consumer	524937700	1/2oz	Box	12
61 Eye Wash	1oz/Bt	Medique Pharmaceuticals	19828	1oz	Bottle	10
62 Contact Lens Case Eye	White Reusable 2-1/8x4x1-1/8"	Pac-Kit Safety Equipment	7-402	2	Box	10
63 Biotrue MP Contact Lens	4oz	Bausch & Lomb Inc (Valeant)	4286860	4oz	Each	10
64 Triactin Antifungal/Antiseptic Powder Spray	4.6oz Can	Bayer Consumer Products	3636958	4.6 oz	Can	10
65 Compound W Wart Remover Gel	.25 oz Gel	Medtech Products Inc	100441115C	0.25 oz	1/Box	6
<b>Rehabilitation</b>						
66 APS Dry Needling Needle	0.25x13mm Dark Pink Conventional	Fabrication Enterprises	11-0332	100	Box	6
67 APS Dry Needling Needle	0.20x30mm Dark Purple Conventional	Fabrication Enterprises	11-0331	100	Box	20
68 APS Dry Needling Needle	0.03x50mm Pink Conventional	Fabrication Enterprises	11-0338	100	Box	20
69 APS Dry Needling Needle	0.30x75mm Pink Conventional	Fabrication Enterprises	11-0340	100	Box	20
70 APS Dry Needling Needle	0.30x100mm Turquoise Stainless Steel	Fabrication Enterprises	11-0342	100	Box	4
71 Parafin Wax	Black	Performance Health Inc.	514203	6	Box	10
72 Dura-Stick II Stimulating Electrode	2.75"x3.5" Rectangle	Chattanooga Corp	42045	40	Case	2
73 Dura-Stick Electrocardio Electrode	2" Square	DIO Inc	42179	40	Case	2
74 Mini Band Exercise Band	9x2" Yellow Light	MF Athletic Co	1219-01	Each	Each	5
75 Mini Band Exercise Band	9x2" Green Medium	MF Athletic Co	1219-02	Each	Each	5
76 Mini Band Exercise Band	9x2" Blue Heavy	MF Athletic Co	1219-03	Each	Each	5
77 Mini Band Exercise Band	9x2" Black Heavy	MF Athletic Co	1219-04	Each	Each	5
78 Hydrocollator HotPac Moist Heat Pack	Neck 24"	Chattanooga Corp.	1002	Each	Each	6
79 Hydrocollator HotPac Moist Heat Pack	10x24"	Chattanooga Corp.	1010	Each	Each	6
80 Hydrocollator HotPac Moist Heat Pack	10x12"	Chattanooga Corp.	1006	Each	Each	10
81 Aquaflex Ultrasound Gel Pad	Gel Pad	Parker Laboratories Inc	04-02	6	Box	1
<b>Rehydration</b>						
82 Endurance Gatorlytes Food/Drink Powder	.12oz Packet	Quaker Oats Company	13010	20	Package	108
<b>Topicals</b>						
83 Palmers Cocoa Butter	7.25oz	Fabrication Enterprises	70-0170	Each	Each	35
84 Vaseline Total Moisture Lotion	20 3oz	Unilever Home & Personal Care	4802062	BT	Each	15
85 Biofreeze Green Gel Pump	16oz Bottle	Performance Health Inc.	HPH 13425	Each	Each	15
86 Biofreeze	3oz Bottle	Performance Health Inc.	HPH 13416	Each	Each	10
87 Tiger Balm Analgesic	50gm Ultra Strength	Amerisource Bergen OTC	3776135	Each	Each	30
88 Zinc Oxide Ointment	1oz Tube	Dynarex Corporation	1190	1oz	Tube	4
<b>Doctor Office Supplies</b>						
89 Kleenex Facial Tissue	White 2 ply 125/Bx	Kimberly Clark Professional	21606	125	Box	40
90 Blood Buster Enzyme Cleaner	4 oz Bottle	Enzyme Industries Inc	15-107	4oz	Bottle	4