Sealed bids for **Glucose/HGB Dual Controls for HemoCue Machines** 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., Tuesday, August 25, 2020, 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](http://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) 930-1029, fax (205) 930-1060 and requesting a copy in the mailed. 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 #20-07-15 Glucose/HGB Dual Controls for HemoCue Machines, 10:00 a.m., Tuesday, August 25, 2020.”** 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No bid may be withdrawn for a period of sixty (60) days after the date of the bid opening.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 reserves the right to reject any or all bids responses submitted in whole or in part, to waive any informalities and make the award in the best interest of the Health Department.

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 specifications should be e-mailed to Bruce Edwards at bruce.edwards@jcdh.org. Questions concerning the bid process should be e-mailed to Brian Green at brian.green@jcdh.org.

Hazel Collins, Purchasing Agent

HC/bg

BN: 08-14-20

Enclosures
SPECIFICATIONS

GENERAL
The Jefferson County Department of Health (JCDH) is to establish a contract with firm pricing for **Glucose/HGB Dual Controls for HemoCue Machines**. The various JCDH Departments purchased approximately 54 Hemoglobin 201 DM analyzers. 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 October 01, 2020 until September 29, 2021, however, the bid may be extended additional one year terms each fiscal year until 2023. 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, September 29, 2021.

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.

ADDITIONS TO CONTRACT
The County has attempted to list all commodities related to Bid for **Glucose/HGB Dual Controls for HemoCue Machines** that will be required during the term of the contract. However, JCDH reserves the right to purchase additional products/services as needed from the successful bidder as it relates to this bid.

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-WHC  
Western Health Center  
631 Bessemer Super Hwy  
Midfield, AL 35228-3013

Jefferson County Department of Health-CHC  
Central Health Center  
1400 Sixth Avenue South  
Birmingham, AL 35233-1502

Jefferson County Department of Health-EHC  
Eastern Health Center  
601 West Blvd  
Birmingham, AL 35206-1300

The number of controls for each center referenced above will be identified on the purchase order to the awarded vendor.

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).

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.

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.

Successful bidder must sign **“ADDENDUM TO STANDARD (“AGREEMENT”) FORM BID/AGREEMENT.”** (See Attached)
BID FORM
Glucose/HGB Dual Controls for HemoCue Machines
Due: Tuesday, August 25 2020
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 #20-07-15.

THE USAGE QUANITITES ARE ESTIMATES AND IS NOT A GUARANTEED

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<th>NO.</th>
<th>ITEM</th>
<th>BRAND DESCRIPTION</th>
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<th>DAY(S) FOR DELIVERY</th>
<th>______DAY(S)</th>
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NOTE: Bidder should attach all documentation concerning proposed pricing, including brand name and stock number.
Bidder acknowledges receipt of ____________ addenda. This page must be returned with bid.

<table>
<thead>
<tr>
<th>Addenda Numbers</th>
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</thead>
<tbody>
<tr>
<td>____________</td>
</tr>
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</table>

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
_________________ | _______________

Please enclose your business card with your bid.

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.