

**STEPHEN F. AUSTIN STATE UNIVERSITY
INVITATION TO BID**

FAILURE TO SIGN WILL DISQUALIFY BID

Bid No.: NURSING-SUPPLIES-10

Due Date: 11-24-09 at 3:00 P.M.

Signature _____ City _____ Zip _____

Show bid opening and bid invitation number in lower left hand corner of sealed bid envelope and return sealed bids to:

Printed Name _____
VENDOR NAME AND ADDRESS _____

PHONE/FAX _____

**Stephen F. Austin State University
P. O. Box 13030, SFA Station
2124 Wilson Drive
Nacogdoches, Texas 75962-3030
Phone (936) 468-2206
FAX (936) 468-4282 (See 2.3 reverse side)**

Name of Firm _____

Phone _____

Mailing Address _____

FAX _____

City _____ State _____ Zip _____

EMAIL _____

See Instruction 2.10 on Back for Vendor ID Number	Delivery in _____ Days	Cash Disc. _____ %	_____ Days
Is Vendor a State of Texas certified HUB? <input type="checkbox"/> Yes			

Check all that apply if Preference Claimed under Rule 34 TAC 20.38

- Supplies, materials or equipment: produced in TX/offered by TX bidders*
- Agricultural products grown in TX
- Agricultural products offered by TX bidders*
- USA produced supplies, materials or equipment
- Products produced at facilities located on formerly contaminated property

- Products of persons with mental or physical disabilities
- Products made of recycled, remanufactured, or environmentally sensitive materials
- Energy efficient products
- Rubberized asphalt paving material
- Recycled motor oil and lubricants
- Products and services from economically depressed or blighted areas

*By signing this bid, bidder certifies that if a Texas address is shown as the address of the bidder, bidder qualifies as a Texas resident Bidder as defined in Rule 34 TAC 20.38.

IF QUOTING OTHER THAN THE REFERENCED ITEM(S) BELOW, BROCHURE AND/OR SPECIFICATIONS SHOULD BE ENCLOSED.
ALL BIDS WILL BE CONSIDERED F.O.B. DESTINATION UNLESS OTHERWISE NOTED.

AWARD NOTICE: Stephen F. Austin State University (SFASU) reserves the right to make an award on the basis of low line item bid, low total of line items, or in any other combination that will serve the best interest of SFASU and to reject any and all bid items in the sole discretion of SFASU.

Item No.	Description	Qty. & Unit	Unit Price	Extension
	Quote price on quantity and unit of measure, extend and show total. If error in extension, unit price shall govern. Items for state use are exempt from state sales and federal excise tax. Do not include tax in your bid.			
	<p>Provide supplies for nursing student kits and for use in clinical labs as needed during the period 1/1/10 – 12/31/10.</p> <p>An initial order will be placed each semester to provide kit supplies for approximately 60 students plus basic lab needs. Thereafter, the awarded vendor shall provide products upon request, as needed, at the priced quoted herein during the term of the contract.</p> <p>Additional products may be added to this contract at rates to be negotiated.</p> <p align="center">THIS IS AN ALL OR NONE BID</p> <p>The University School of Nursing contact desires a visit from the awarded vendor once per semester to review current products provided and to review any new or upgraded products that may be of benefit to the educational purpose of the University.</p>			

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The quantities shown herein are estimated quantities for the year and will be used for evaluation purposes only. The University does not guarantee any minimum or maximum amount of purchase of any item.

Provide a contact name, phone number and email for the initial order and subsequent orders:

Name: _____

Phone: _____

Email: _____

The University desires the first delivery NO EARLIER than January 2, 2010 and NO LATER than January 10, 2010.

Provide lead time for an initial bulk order: _____

For additional replacement stock orders, provide lead time for delivery from date of order until arrival on the SFA campus: _____

NURSING STUDENT KIT SUPPLIES

1.	Trach care kit	120 EA
2.	Suction catheter	240 EA
3.	24g safety catheter	240 EA
4.	22g safety catheter	480 EA
5.	20g safety catheter	120 EA
6.	18g safety catheter	360 EA
7.	IV starter kit	600 EA
8.	Calibers	120 EA
9.	Central line dressing tray	240 EA
10.	25g 5/8" safety needle	600 EA
11.	21g 1.5" safety needle	600 EA
12.	20g needle	360 EA
13.	22g needle	240 EA

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14.	18g needle	360 EA
15.	COC Transfer belt	120 EA
16.	Alcohol pads, 200 per box, medium size prep pads	20 BOX
17.	Saline 10ml vial	480 EA
18.	Syringe 1cc	120 EA
19.	Insulin syringe 1cc 29g ½"	480 EA
20.	Insulin syringe 1/2cc 29g ½"	240 EA
21.	Syringe 3cc	360 EA
22.	Syringe 5cc	240 EA
23.	Syringe 10cc	120 EA
24.	Practi amp	120 EA
25.	Practi powder, 10mL vials	120 EA
26.	Practi insulin variety pack with nph, reg, 70/30, lantus	480 EA
27.	Practi vial med	240 EA
28.	Practi tabs, per unit dose	200 EA
29.	Practi caps, per unit dose	240 EA
30.	Foley cath 16fr 5cc kit	240 EA
31.	Enema bag	120 EA
32.	Bandage scissors 5.5"	120 EA
33.	Forceps 5.5", Kelly or equal	120 EA
34.	Digital thermometer	120 EA
35.	Digital thermometer covers, 100 per box	120 BOX
36.	Cotton tip applicator 6" str2's	1200 EA
37.	Sterile tongue blades	1200 EA

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38.	Hammer, Taylor or equal	120 EA
39.	Penlight with pupil	120 EA
40.	BP cuff, adult	120 EA
41.	Tape measure, non-disposable and disposable	120 EA
42.	Chux (blue pads)	240 EA
43.	Saline bag 50ml	120 EA
44.	IV primary tubing	120 EA
45.	IV secondary tubing	120 EA
46.	IV extension set INJ site LL 6" interlock	240 EA
47.	Blnt cannula	360 EA
48.	Cannula lever lock	120 EA
49.	5ml saline syringe	360 EA
50.	1000 IV bag	360 EA
51.	N95	120 EA
52.	Gown	120 EA
53.	Cap	120 EA
54.	Shoe covers	120 EA
55.	Goggles	120 EA
CLINICAL LAB SUPPLIES		
56.	ABD dressing 5 x 9	1 CASE
57.	ABD dressing 8 x 10 (2 small, 2 medium, 1 large)	5 EA
58.	Neonate pulse ox probe, disposable	5 EA
59.	Infant telemetry pads	5 EA
60.	Pt allergy bands	5 EA
61.	Adult nasal O2 canula	5 EA

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62.	Pediatric nasal O2 canula	5 EA		
63.	Infant nasal O2 canula	5 EA		
64.	Baby blankets	8 EA		
65.	Newborn hats	5 EA		
66.	Insulin syringes	200 EA		
67.	60ml syringe	10 EA		
68.	50ml syringe	5 EA		
69.	Venti mask, adult	5 EA		
70.	Venti mask, pedi	5 EA		
71.	IV tubing	20 EA		
72.	Buretrol	5 EA		
73.	Emesis basin	4 EA		
74.	Pedi BVM	1 EA		
75.	Adult BVM	1 EA		
76.	Adult telemetry leads (3 & 5 lead)	25 EA		
77.	Practice ampules	5 EA		
78.	Filter syringe 18g x 1.5"	10 EA		
79.	4 x 4's	1 BOX		
80.	4 x 4's sterile	200 EA		
81.	Gauze, 4 inch by 4 yd, like kerlix	40 EA		
82.	D5W NS	13 EA		
83.	Pace maker patches	5 EA		
84.	Defib patches	5 EA		
85.	EKG patches	5 EA		

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86.	Vent tubing	20 EA
87.	In line suction tubing	15 EA
88.	Ventilator setup	2 EA
89.	O2 bottles	6 EA
90.	NS resp ampules for suctioning	15 EA
91.	Arterial line setup (with press bags)	15 EA
92.	Transducer trays, double	2 EA
93.	16 Fr NG tubes	10 EA
94.	Feeding bags	1 EA
95.	Yanker suction	10 EA
96.	Foley with bags	10 EA
97.	SCD's	2 EA
98.	IABP cath (with trainer)	1 EA
99.	Gloves, XS non-sterile (by the box)	8 BOX
100.	Gloves, S non-sterile (by the box)	8 BOX
101.	Gloves, M non-sterile (by the box)	8 BOX
102.	Gloves, L non-sterile (by the box)	8 BOX
103.	Gloves, XL non-sterile (by the box)	8 BOX
104.	3cc syringes	250 EA
105.	Throat cultures	60 EA
106.	Vacutainor needle	24 EA
107.	Vacutainor holder	24 EA
108.	Vacutainor tube	24 EA
109.	Fetal monitor belt	2 EA

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110.	Chux (blue pads)	100 EA		
111.	Charting supplies	9 EA		
112.	Kotex heavy	1 BOX		
113.	18g angiocath	10 EA		
114.	IV starter kit	10 EA		
115.	Syringe 5cc	10 EA		
116.	20 g needle	10 EA		
117.	Vag speculum	5 EA		
118.	Tape paper 1"	24 ROLLS		
119.	Tape, transparent, 1"	12 ROLLS		
120.	Sterile gloves	3 BOX		
121.	Fetal monitor paper	1 BOX		
122.	Bed pan	3 EA		
123.	Sitz bath	3 EA		
124.	Peri bottle	10 EA		
125.	Medication cups	1 BOX		
126.	Central dressing kit	60 ea		
127.	Bath basin	10 EA		
128.	Band-aids, ¾ inch by 3 inch	2 BOX		
129.	2 x 2's, non-sterile, 50 to a pack	2 PKG		
130.	Suction tubing	12 EA		
131.	ET holder	2 EA		
132.	Intubation stylette, adult	2 EA		
133.	Intubation stylette, kid	2 EA		

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134.	Esophageal intubation detector	2 EA
135.	Nasopharyngeal airways kit with all sizes	1 SET
136.	Oral airway kit, all sizes	1 SET
137.	Trach tube non fenestrated cuffeks, reusable inner canula, size 4 and size 1c (need variety of sizes in one kit/set)	1 SET
138.	Adult BVM	2 EA
139.	Neo BVM	2 EA
140.	Infant BVM	2 EA
141.	Toddler BVM	2 EA
142.	Trach tube holder with Velcro	2 EA
143.	Male threaded adapters	24 EA
144.	Injectable 50 ml H2O	24 EA
145.	Bio specimen bag	12 EA
146.	Bio labels	12 EA
147.	Med cup paper, soufflé sups, ¾ ounce	1 SLEEVE
148.	Med cup plastic, 100 per sleeve, 1 ounce	2 SLEEVE
149.	Gloves, XS sterile, by the pair, 50 pair to a box	4 BOX
150.	Gloves, S sterile, by the pair, 50 pair to a box	4 BOX
151.	Gloves, M sterile, by the pair, 50 pair to a box	4 BOX
152.	Gloves, L sterile, by the pair, 50 pair to a box	4 BOX
153.	Gloves, XL sterile, by the pair, 50 pair to a box	4 BOX
154.	Protective eyewear	6 PAIR
155.	Isolation gown, non-latex, disposable	50 EA
156.	Isolation mask, ear loops, eye shield	100 EA
157.	Mask ear loops	300 EA

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158.	N95	20 EA
159.	Bio bag, 4 gal.	500 EA
160.	Bio bag, 10 gal.	200 EA
161.	Pt ID Bands	250 EA
162.	Pt gowns	12 EA
163.	Tape remover	1000 EA
164.	8 Fr pedi	50 EA
165.	Water pitcher with handle and lid	100 EA
166.	60cc cath tip syringe	50 EA
167.	Ostomy drainable pouch with flange	10 EA
168.	Ostomy irrigatin set	1 SET
169.	Urostomy drainabele pouch	10 EA
170.	Fracture bed pan	24 EA
171.	Male urinal	50 EA
172.	OB cold pack	24 EA
173.	Disposable tape measure	100 EA
174.	Bath blanket, 70 x 90"	24 EA
175.	Blanket	12 EA
176.	Pillow	12 EA
177.	Pillow case	12 EA
178.	Pillow case, disposable	100 EA
179.	Flat sheet	12 EA
180.	Contour sheet	12 EA
181.	Mattress Pad	12 EA

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182.	Draw sheet	24 EA
183.	Bath towel	12 EA
184.	Washcloth	12 EA
185.	Disposable underpads	150 EA
186.	Restraint vest	1 EA
187.	Restraint ankle/wrist	1 EA
188.	Heal/elbow protector	1 EA
189.	Practi amp Nacl, 5mL and/or 10mL	120 EA
190.	Praci powder	30 EA
191.	Practi vial	15 EA
192.	Practi PPD	40 EA
193.	Practi capsules	3 BOX
194.	Practi insulin variety pack with nph, reg, 70/30, lantus	40 VIAL
195.	Practi antibiotic labels	30 EA
196.	Sharps container, 12 gallon	12 EA
197.	Sharps container, 5qt	12 EA

Buyer: Diana Boubel
dboubel@sfasu.edu, 936-468-4037

**ITEMS BELOW APPLY TO AND BECOME PART OF TERMS AND CONDITIONS OF QUOTATIONS.
ANY EXCEPTIONS THERETO MUST BE IN WRITING AND SUBMITTED WITH INVITATION TO BID.**

1. **BIDDER AFFIRMATIONS:** Signing this bid with a false statement is a material breach of contract and shall void the submitted bid or any resulting contracts. By signature hereon affixed, the bidder hereby certifies that:
 - 1.1 The bidder has not given, offered to give, nor intends to give at any time hereafter any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, or service to a public servant in connection with the submitted bid.
 - 1.2 Pursuant to 15 U.S.C. Sec. 1, et seq. And Tex. Bus. & Comm. Code Sec 15.01, et seq. neither the bidder or the firm, corporation, partnership, or institution represented by the bidder, or anyone acting for such firm, corporation, or institution has violated the antitrust laws of this State or the Federal antitrust laws, nor communicated directly or indirectly the bid made to any competitor or any other person engaged in such line of business.
 - 1.3 Pursuant to Texas Government Code, Title 10, Subtitle D, Section 2155.004(a), the bidder has not received compensation for participation in the preparation of the specifications for this solicitation.
 - 1.4 If applicable, pursuant to Texas Family Code, Title 5, Subtitle D, Section 231.006(d), regarding child support, the bidder certifies that the individual or business entity named in this bid is not ineligible to receive the specified payment and acknowledges that this contract may be terminated and payment may be withheld if this certification is inaccurate. Furthermore, any bidder subject to Section 231.006 must include names and Social Security numbers of each person with at least 25% ownership of the business entity submitting the bid. This information must be provided prior to award.
 - 1.5 Pursuant to Texas Government Code, Title 10, Subtitle D, Section 2155.004(b), the vendor certifies that the individual or business entity named in this bid or contract is not ineligible to receive the specified contract and acknowledges that this contract may be terminated and payment withheld if this certification is inaccurate.
 - 1.6 Bidder agrees that pursuant to Section 403.0551, Texas Government Code, any payments due under this contract will be applied towards any debt, including but not limited to delinquent taxes and child support, that is owed to the State of Texas or any agency of the State of Texas, until such debt or delinquent taxes are paid in full.
 - 1.7 Bidder certifies that they are in compliance with Texas Government Code, Title 6, Subtitle B, Section 669.003, relating to contracting with executive head of a State agency. If Section 669.003 applies, the bidder will complete the following information in order for the bid to be evaluated:

Name of former Executive:	_____
Name of State Agency:	_____
Date of separation from State Agency:	_____
Position with bidder:	_____
Date of employment with bidder:	_____
 - 1.8 Bidder agrees to comply with Texas Government Code 2155.4441, relating to the use of service contracts for products produced in the State of Texas.
- 1.9 By signature hereon, the Respondent hereby certifies that he/she is not currently delinquent in the payment of any franchise taxes owed the State of Texas.
2. **BIDDING REQUIREMENTS:**
 - 2.1 Bids should be submitted on this form. Each bid shall be placed in a separate envelope completely and properly identified. When sending bids via overnight delivery, bidder is advised to confirm whether SFA delivery location is a guaranteed AM delivery.
 - 2.2 SFA offers facsimile service as a convenience only. The only telephone number for FAX submission of bids is 936-468-4282. The University shall not be responsible for bids received late, illegible, incomplete, or otherwise non-responsive due to failure of electronic equipment or operator error. Confirmation of facsimile bids is not required.
 - 2.3 Bids must be time stamped at SFASU on or before the hour and date specified for the bid opening. Late bids will not be considered under any circumstances. Late bids properly identified will be returned to the bidder unopened.
 - 2.4 Bids are requested to be firm for acceptance for a minimum of 30 days from opening date. Bid cannot be altered or amended after opening time. No bid can be withdrawn after opening time without the approval of the University based on a written acceptable reason.
 - 2.5 Telephone quotations are not acceptable when in response to this Invitation To Bid.
 - 2.6 Stephen F. Austin State University reserves the right to accept or reject all or any part of any bids, to waive minor technicalities, to re-advertise if deemed necessary, and to award the bid to best serve the interests of the University.
 - 2.7 All electrical items must meet all applicable OSHA standards and regulations, and bear the appropriate listing from US, FMRC or NEMA.
 - 2.8 All items shall be new, in first class condition, with containers suitable for shipment and storage. New shall not be construed as excluding recycled or remanufactured products.
 - 2.9 Any catalog, brand name or manufacturer's reference used in this bid is descriptive (not restrictive).
 - 2.10 Stephen F. Austin State University will not be bound by any oral statement or representation contrary to the written specifications of this ITB and any associated addenda.
 - 2.11 Bids should give Payee ID Number, full firm name and address of bidder. The Payee ID Number is the taxpayer number assigned and used by the Comptroller of Public Accounts of Texas. If this number is not known, complete the following:

Enter Federal Employer's Identification Number	_____
Sole Owner should also enter SSN# below	_____
5. **PAYMENT** - Vendor shall submit an itemized invoice showing Purchase Order Number. Payment will be made Net 30 from date of receipt of goods/services or invoice, whichever is later. Late fees will be incurred in accordance with Texas Government Code 2251.
6. **DELIVERY:**
 - 6.1 Bids should show the number of days required to place material in designated location under normal conditions. Failure to state delivery time obligates bidder to complete delivery in 14 calendar days. A five day difference in delivery promise may break tie bids. Unrealistic short or long delivery promises may cause the bid to be disregarded.
 - 6.2 Delivery shall be made during normal working hours only, unless prior approval for early or late delivery has been obtained.
 - 6.3 If delay is foreseen, contractor shall give written notice. The University has the right to extend delivery date if reasons appear valid. Contractor must keep the University advised at all times of status of order. Default in promised delivery (without accepted reasons) or failure to meet specifications, authorizes the University to purchase supplies elsewhere and charge full increase, if any, in cost and handling to defaulting contractor.
 - 6.4 No substitutions or cancellations are permitted without prior written approval.
7. **ALTERNATE DISPUTE RESOLUTION:** Pursuant to Chapter 2260 of the Texas Government Code, any dispute arising under a contract for goods and services for which this chapter applies must be resolved under the provisions of this chapter.
8. **PUBLIC INFORMATION ACT:** Information, documentation, and other material in connection with this solicitation or any resulting contract may be subject to public disclosure pursuant to Chapter 552 of the Texas Government Code (the "Public Information Act").
7. **NOTE TO BIDDERS:**
 - 7.1 Any terms and conditions attached to a solicitation will not be considered unless specifically referred to on this solicitation and may result in disqualification.
 - 7.2 The Contractor shall defend, indemnify and hold harmless the State of Texas, all of its officers, agents and employees from and against all claims, actions, suits, demands, proceedings, costs, damages, and liabilities, arising out of, connected with, or resulting from any acts or omissions of contractor or any agent, employee, subcontractor, or supplier in the execution or performance of this contract.
 - 7.3 Contractor understands that acceptance of funds under this contract acts as acceptance of the authority of the State Auditor's Office or any successor agency, or Stephen F. Austin's Internal Audit Services, to conduct an audit or investigation in connection with those funds. Contractor further agrees to cooperate fully with the State Auditor's Office or its successor, or Stephen F. Austin's Internal Audit Services in the conduct of the audit or investigation, including providing all records requested. Contractor will ensure that this clause concerning the authority to audit funds received indirectly by subcontractors through Contractor and the requirement to cooperate is included in any subcontract awards.
3. **TIE BIDS** - Awards will be made in accordance with Rule 34 TAC 20.36 (b) (3) and 20.38 (preferences).
4. **PATENTS OR COPYRIGHTS** – The Contractor agrees to protect Stephen F. Austin State University from claims involving infringement of patents or copyrights.