

The City of Waltham



**Invites
Interested Parties
To propose the best offer and or bid
For the service or product herewith described:**

Health and Athletic Trainer Supplies

The bid opening will be held: Thursday May 8, 2014 at 10:00 am

Phone: 781-314-3244, Fax: 781-314-3245

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Invitation to Bid

The City of Waltham

Purchasing Department

REQUEST FOR BID (RFB)

Under the rules of M.G.L. Chapter 30B The Purchasing Department of the City of Waltham hereby requests sealed bids for:

Health and Athletic Trainer Supplies

Price Proposals will be received at the office of the Purchasing Agent, , City Hall, 610 Main Street, Waltham MA 02452, until,

Thursday May 8, 2014 at 10:00 am

At which time and place the bids will be publicly opened and read.

Specifications and information available the Waltham Purchasing Department web site at www.city.waltham.ma.us/open-bids

BIDS MUST BE SIGNED AND ENCLOSED IN A SEALED ENVELOPE AND MARKED:

BID FOR: Health and Athletic Trainer Supplies

If the Bidder is a corporation, state your correct corporate name and State of incorporation. If Bidder is a partnership, state names and addresses of partners. If Bidder is a trust or other legal entity, state correct names and addresses of trustees or names and address of those legally authorized to bid and enter into contracts.

EXCEPTION OR ALTERNATES TO SPECIFICATIONS, TERMS OF SALE, AND DISCOUNTS AVAILABLE, MUST BE INCLUDED IN THE BID PRIOR TO OPENING DATE.

Intent of Project

The Purchasing Department of the City of Waltham, on behalf of the School Department wishes to purchase Health and Athletic Trainer Supplies for its students

Instructions

INSTRUCTIONS FOR BIDDERS

1. READ ALL DOCUMENTS.

Bidders should familiarize themselves with all the documents contained herein; it is mandatory that all Bids be in compliance with all the provisions contained in said documents.

2. FORMS AND ATTACHMENTS.

Bids are to be completed on the forms provided **ONLY** and enclosed in a sealed envelope marked on the outside "BID (title)" and the name and address of bidder. Attachments submitted in addition to the Waltham Purchasing Department produced forms may not be considered.

3. PRINTED OR TYPED RESPONSE.

All information must be typewritten or printed in ink, including the price the bidder offers in the space as provided on the bid form.

4. CORRECTIONS.

Bids that are submitted containing cross outs, white outs or erasures, will be rejected.

All corrections or modifications to the original bid are to be submitted in a separate envelope, properly marked on the outside, "CORRECTION/ MODIFICATION TO BID (title)" and submitted prior to the bid opening.

ALL DOCUMENTS SUBMITTED WITH YOUR RESPONSE WILL BE INCORPORATED INTO THE CONTRACT.

5. PRICE IS ALL INCLUSIVE.

Bid prices shall encompass everything necessary for furnishing all items, materials, supplies or services as specified, and in accordance with the specifications, including proper packing, cost of delivery, and in the case of services, completion of same, as per specifications.

6. PRICE DISCREPANCY.

In the event of a discrepancy between the Unit Price and the Extension, the Unit Price shall prevail.

7. EXPLANATIONS, EXCEPTIONS

Explanations, exceptions or other information pertinent to the specifications may be made in writing and included in the same envelope with the bid.

8. BID DEPOSITS.

Bid deposits are to be made payable to the City of Waltham. In the event that the successful bidder fails to execute a Contract within (10) days of the receipt of said contract, such security shall be retained by the city as liquidated damages. Unsuccessful bidders' deposits will be returned immediately following the award to said successful bidder.

9. WITHDRAW.

A Bid may be withdrawn by written request prior to the schedule for the Bid Opening. No withdrawals are permitted after the bid opening date and time. Withdrawals after the bid opening date will cause the forfeit of the bid Deposit.

10. AWARD.

Bids will be awarded not later than (90) ninety days after the scheduled bid opening date, unless otherwise stated, in the specifications. Unless otherwise specified, bids will be evaluated on the basis of, completeness of your RFP response, responsiveness, responsibility, best price and experience.

11. AWARD CRITERIA.

Qualified and responsive proposals will be evaluated based on Price, Technical, and Compliance requirements.

12. DISCOUNTS.

Discounts for prompt payments, based on City Pay Day, will be considered when making awards.

13. TAX EXEMPT.

Purchases by the City of Waltham is exempt from any Federal, State or Massachusetts Municipal Sales and/or Excise Taxes.

14. SAMPLES.

The Waltham Purchasing Department may require the submission of samples either before or after the awarding of a contract. Samples are to be submitted, at no charge to the City, so as to ascertain the product's suitability. If specifically stated in the Bid that

samples are required, said samples must be submitted with the Bid prior to the Official Bid Opening. Failure to submit said samples would be cause for rejection of Bid. All samples must be called for and picked up within (30) thirty days of award or said samples will be presumed abandoned and will be disposed of.

15. ACTIVE VENDOR LIST.

Vendors who wish to remain on the Active Bid List must either submit a Bid, No Bid, or a letter requesting same, no later than the Official Bid Opening. This is applicable to those vendors who have received the Invitation to Bid.

16. FUNDS APPROPRIATION.

The contract obligation on behalf of the City is subject to prior appropriation of monies from the governmental body and authorization by the Mayor.

17. THE AWARDING AUTHORITY RESERVES THE RIGHT TO REJECT ANY OR ALL BIDS, OR ANY PART OF ANY BID, WHICH IN THE OPINION OF THE AWARDING AUTHORITY, IS IN THE BEST INTERESTS OF THE CITY OF WALTHAM.

18. THE TAX ATTESTATION CLAUSE, CERTIFICATION OF NON-COLLUSION AND THE CORPORATION INFORMATION, are an integral part of the Invitation for Bid and must be completed and signed by the person submitting the Bid, or by the person/persons who are officially authorized to do so.

19. STANDARD OF QUALITY.

Where, in the specifications, one certain kind, type, catalog number, brand or manufacturer of material is named, it shall be regarded as the required standard of quality. Where two or more are named, these are presumed to be equal and the Bidder may select one or the other. If the Bidder proposes to offer a substitute as an equal, he shall so indicate on the Bid Form, the kind, type, catalog number, brand, or manufacturer of material that is offered as an equal, and describe where it differs from the specifications. Substituted items must be capable of performing all the functions and/or operational features described or indicated in the specifications. Failure to indicate the description of any substitute item on the Bid will be interpreted to mean that the Bidder will furnish the item or service as specified.

20. MODIFICATION.

No agreement, understanding, alteration or variation of the agreement, terms or provisions herein contained shall bind the parties, hereto unless made and executed in writing by the parties hereto.

21. ASSIGNMENT.

The final payment for work done under this Contract shall be made only after the Contractor has signed a statement under the penalty of perjury, certifying that he has completed the work described in the final estimate. Neither party hereto shall assign this Contract or sublet it in part or as a whole without the prior written consent of the other party hereto. The Contractor shall not assign any sum or sums due or becoming due to him hereunder without the prior written consent of the City.

22. STABILITY of AGREEMENT:

Section 1. The failure of the City or the Union to insist, in any one or more incidents, upon performance of any of the terms or conditions of this Agreement shall not be considered as a waiver or relinquishment of the rights of the City or of the Union to future performance of any such term or condition and the obligations of the Union or of the City to such future performance shall continue in full force and effect.

Section 2. The provisions of this Agreement supersede any conflicting or inconsistent rule, regulation, ordinance or order promulgated by the City.

Section 3. Should any part hereof or any provision herein contained be rendered or declared invalid by reason of any existing or subsequently enacted legislation or by any decree of a court of competent jurisdiction, such invalidation of such part or portion of this agreement shall not invalidate the remaining portions hereof and the remaining parts of provisions shall remain in full force and effect.

23. DELIVERIES:

a) The Contractor shall pay all freight and delivery charges. The Waltham Purchasing Department does not pay for shipping and packaging expenses. Items must be delivered as stipulated in the specifications. All deliveries must be made to the inside of city buildings. Sidewalk deliveries will not be accepted. City personnel are not required to assist in the deliveries and contractors are cautioned to notify their shippers that adequate assistance must be provided at the point of delivery, when necessary.

b) All items of furniture must be delivered inside the building, set up, in place and ready for use. Deliveries are to be made between the hours of 8:30 a.m. and 3:00 p.m., Monday through Friday, except on holidays.

c) All damaged items, or items which do not comply with specifications will not be accepted and title therefore will not vest to the Waltham Purchasing Department until such items are accepted and signed for, in good order, by the receiving department.

d) The contractor must replace, without further cost to the Waltham Purchasing Department, such damaged or non-complying items before payment will be made.

24. LABELING.

All packages cartons or other containers must be clearly marked with (a) building and room destination; (b) description of contents of item number from specifications; (c) quantity; (d) City of Waltham Purchase Order Number and (e) Vendor's name and order number.

25. GUARANTEES.

Unless otherwise stipulated in the specifications, furniture, equipment and similar durable items shall be guaranteed by the contractor for a period of not less than one year from the date of delivery and acceptance by the receiving department. In addition, the manufacturer's guarantee shall be furnished. Any items provided under this contract which are or become defective during the guarantee period shall be replaced the contractor free of charge with the specific understanding that all replacements shall carry the same guarantee as the original equipment. The contractor shall make such replacement immediately upon receiving notice from the Purchasing Agent.

26. SINGLE VENDOR.

The Waltham Purchasing Department desires to award a single contract based on the Grand Total Price. However, where applicable, the City reserves the right to make multiple awards on a unit price basis if, in the opinion of the Waltham Purchasing Department, it is in the best interest of the City.

27. BEST AND FINAL OFFER.

The Waltham Purchasing Department reserves the right to request best and final offers from one or more bidders. Best and final offer will be exercised should the CPO deem it is in the best interest of the Waltham Purchasing Department in order to obtain the best value.

GENERAL CONDITIONS

GENERAL CONDITIONS

1. INFORMATION

All information shall come from the Office of the City Agent. The Contractor shall inquire at this office for any information needed. Wherever the words "or equal as approved" are used, it is to be understood that the opinion of the City Agent shall govern.

2. SUITS

The Contractor shall assume defense of and shall indemnify and hold the City and its agents harmless from all suits and claims against them arising from the use of any invention, patent right labor or employment, or from any act of omission or neglect of the Contractor, his agents, employees or any subcontractor in performing the work, under this contract.

3. LAWS AND REGULATIONS

The Contractor shall conform to all the applicable rules, regulations, laws and ordinances of the City of Waltham, the United States of America and all agencies having jurisdiction.

4. PROTECTION OF PROPERTY

The Contractor shall take all proper precautions to protect the City's property from damage and unnecessary inconvenience. Any City property damaged by the Contractor in carrying out the provisions of this contract shall be restored to its original condition, by and at the expense of the Contractor.

5. PROTECTION OF PERSONS

The Contractor shall take all proper precautions to protect persons from injury, unnecessary inconvenience, and shall be responsible for his failure to do so. The Contractor agrees to hold the City harmless from any and all liabilities of every nature and description, which may be suffered through bodily injury, including death, to any person, by reason of negligence of the Contractor, his agents or employees, or any subcontractor.

6. CONTRACT DURATION.

This contract is for the period of one year from July 1, 2014 through June 30, 2015.

7. INSURANCE

A. WORKMAN'S COMPENSATION: The Contractor shall provide by insurance for the payment of compensation and furnishing of other benefits under Chapter 152 of the General Laws of the Commonwealth of Massachusetts to all persons to be employed under this contract, the premiums for which shall be paid by the Contractor.

B. COMPREHENSIVE GENERAL LIABILITY

Bodily Injury:	\$1,000,000 Each Occurrence \$2,000,000 Aggregate
Property Damage:	\$1,000,000 Each Occurrence \$2,000,000 Aggregate

C. AUTOMOBILE (VEHICLE) LIABILITY

Bodily Injury	\$2,000,000 Each Occurrence
Property Damage	\$1,000,000 Aggregate

D. UMBRELLA POLICY

General liability	\$1,000,000
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A LETTER FROM A SURETY COMPANY CERTIFYING THAT THE CONTRACTOR IS QUALIFIED AND CAPABLE OF OBTAINING THE ABOVE BONDS MUST BE INCLUDED WITH HIS/HERS BID.

8. PERSONNEL:

The Contractor shall employ a competent supervisor and all properly licensed personnel necessary to perform the services required in this contract. The City Agent shall have the right to require the Contractor to remove and/or replace any of the personnel for nonperformance or for unprofessional behavior. The City Agent may require the Contractor to submit a weekly performance record of the areas and of the work performed, on forms approved by the City Agent. The Contractor or his supervisor shall be available to inspect such work as required by the City Purchasing Agent.

9. MATERIALS

The City or its Agent reserves the right to approve or reject any supplies, material or equipment used by the Contractor. The Contractor agrees to replace any supplies,

material or equipment used by the Contractor. The Contractor agrees to replace any rejected supplies, materials or equipment, to the satisfaction of the City or its Agents.

10. TERMINATION OF CONTRACT

This contract may be terminated by the City upon deliverance to the Contractor of a five-day written notice of said termination.

11. CONTRACT OBLIGATIONS

Contract obligations on behalf of the City are subject to an annual appropriation to cover the contract obligation.

12. BIDDER EXPERIENCE EVALUATION

Each bidder shall submit with his bid, all the information relative to their experience and qualifications in performing the work required under this contract and shall have been in business for a minimum of five (5) years, in order for their bid to be considered.

15. NOT-TO-EXCEED AMOUNT

The bid amount proposed in your company's response is a "not-to- Exceed" amount unless the City makes changes, in writing, to the scope of work to be performed. The Change Order must be signed and approved by the CPO PRIOR to the commencement of the change order work. A change order will be priced at the unit price. Failure to comply with this procedure will result in the cancellation of the contract and the non-payment of services provided

16. FINANCIAL STATEMENTS.

The City may require, within five (5) days after the bid opening, a complete and detailed Financial Statement prepared by a Certified Public Account, to determine a bidder's financial stability.

17 BREACH OF CONTRACT/ NON PERFORMANCE

If the Contractor shall provide services in a manner, which is not to the satisfaction of the City, the City may request that the Contractor refurnish services at no additional cost to the City until approved by the City. If the Contractor shall fail to provide services, which are satisfactory to the City, the City in the alternative may make any reasonable purchase or Contract to purchase services in substitution for those due from the Contractor. The City may deduct the cost of any substitute Contract for nonperformance

of services together with incidental and consequential damages from the Contract price and shall withhold such damages from sums due or to become due to the Contractor. If the damages sustained by the City exceed sums due or to become due, the Contractor shall pay the difference to the City upon demand. The Contractor shall not be liable for any damages sustained by the City due to the Contractor's failure to furnish services under the terms of this Contract if such failure is in fact caused by the occurrence of a contingency the nonoccurrence of which was a basic assumption under which this Contract was made, including a state of war, embargoes, expropriation of labor strike or any unanticipated federal, state or municipal governmental regulation of order, provided that the Contractor has notified the City in writing of such cause within seven (7) days after its occurrence.

18 RIGHT TO AUDIT

The Waltham Purchasing Department has the right to review and audit documents related to this contract. This right extends to any subcontractor, supplier or other entity used by the prime contractor to fulfill the obligations under this contract.

NOTE

Failure to submit any of the required documents, in this or in other sections, with your bid response package may cause the disqualification of your proposal

Specifications

See Price Sheet

Compliance

(Required Documents.)

Compliance

The compliance documents in this section must be completed, signed and returned **with your bid package**.

Purchasing Department

City of Waltham
610 Main Street
Waltham, MA 02452

Failure to submit the completed documents will cause the disqualification of the proposal.

Section Index

Check when Complete

- Non-collusion form and tax compliance form..... _____
- Corporation Identification Form..... _____
- Certificate of Vote Authorization..... _____
- Three (3) References..... _____
- Workman's and General Liability Insurance..... _____
- Debarment Certificate _____

Your Company's Name: _____

Service or Product Bid _____

NOTE: Failure to submit any of the required documents, in this or in other sections, with your bid response package may cause the disqualification of your proposal.

NON-COLLUSION FORM AND TAX COMPLIANCE FORM

CERTIFICATE OF NON-COLLUSION

The undersigned certifies under penalties of perjury that this bid or proposal has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club, or other organization, entity or group of individuals. The undersigned certifies that no representations made by any City officials, employees, entity, or group of individuals other than the Purchasing Agent of the City of Waltham was relied upon in the making of this bid

(Signature of person signing bid or proposal)

(Name of business)

TAX COMPLIANCE CERTIFICATION

Pursuant to M.G.L. c. 62C, & 49A, I certify under the penalties of perjury that, to the best of my knowledge and belief, I am in compliance with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting child support.

Signature of person submitting bid or proposal

Name of business

NOTE

Failure to submit any of the required documents, in this or in other sections, with your bid response package may cause the disqualification of your proposal.

CERTIFICATE OF VOTE OF AUTHORIZATION

Date:

I _____, Clerk of _____ hereby certify that at a meeting of the Board of Directors of said Corporation duly held on the _____ day of _____ at which time a quorum was present and voting throughout, the following vote was duly passed and is now in full force and effect:

VOTED: That _____ (*name*) is hereby authorized, directed and empowered for the name and on behalf of this Corporation to sign, seal with the corporate seal, execute, acknowledge and deliver all contracts and other obligations of this Corporation; the execution of any such contract to be valid and binding upon this Corporation for all purposes, and that this vote shall remain in full force and effect unless and until the same has been altered, amended or revoked by a subsequent vote of such directors and a certificate of such later vote attested by the Clerk of this Corporation.

I further certify that _____ is duly elected/appointed _____ of said corporation

SIGNED:

(Corporate Seal)

Clerk of the Corporation:

Print Name: _____

COMMONWEALTH OF MASSACHUSETTS

County of _____

Date:

Then personally appeared the above named and acknowledged the foregoing instrument to be their free act and deed before me, _____

Notary Public;

My Commission expires: _____

CORPORATION IDENTIFICATION

The bidder for the information of the Awarding Authority furnishes the following information.

If a Corporation:

Incorporated in what state _____

President _____

Treasurer _____

Secretary _____

Federal ID Number _____

If a foreign (out of State) Corporation – Are you registered to do business in Massachusetts?

Yes _____, No _____

If you are selected for this work you are required under M.G.L.ch. 30S, 39L to obtain from the Secretary of State, Foreign Corp. Section, State House, Boston, a certificate stating that you Corporation is registered, and furnish said certificate to the Awarding Authority prior to the award.

If a Partnership: (Name all partners)

Name of partner _____

Residence _____

Name of partner _____

Residence _____

If an Individual:

Name _____

Residence _____

If an Individual doing business under a firm's name:

Name of Firm _____

Name of Individual _____

Business Address _____

Residence _____

Date _____

Name of Bidder _____

By _____

Signature _____

Title _____

Business Address _____ (POST OFFICE BOX NUMBER NOT ACCEPTABLE)

City _____ State _____ Telephone Number _____

PROVIDE THREE (3) SERVICE APPROPRIATE REFERENCES

1. Company Name:

Address:

Contact Name:

Phone #

Type of service/product provided to this Company:

Dollar value of service provided to this Company:

2. Company Name:

Address:

Contact Name:

Phone #

Type of service/product provided to this Company:

Dollar value of service provided to this Company:

3. Company Name:

Address:

Contact Name:

Phone #

Type of service/product provided to this Company:

Dollar value of service provided to this Company:

NOTE

Failure to submit any of the required documents, in this or in other sections, with your bid response package will be cause for the disqualification of your company.

DEBARMENT CERTIFICATION

In connection with this bid and all procurement transactions, by signature thereon, the respondent certifies that neither the company nor its principals are suspended, debarred, proposed for debarment, declared ineligible, or voluntarily excluded from the award of contracts, procurement or non procurement programs from the Commonwealth of Massachusetts, the US Federal Government and /or the City of Waltham. "Principals" means officers, directors, owners, partners and persons having primary interest, management or supervisory responsibilities with the business entity. Vendors shall provide immediate written notification to the Chief Procurement Officer of the City of Waltham at any time during the period of the contract of prior to the contract award if the vendor learns of any changed condition with regards to the debarment of the company or its officers. This certification is a material representation of fact upon which reliance will be placed when making the business award. If at any time it is determined that the vendor knowingly misrepresented this certification, in addition to other legal remedies available to the city of Waltham, the contract will be cancelled and the award revoked.

Company Name _____

Address _____

City _____, State _____, Zip Code _____

Phone Number (____) _____

E-Mail Address _____

Signed by Authorized Company Representative:

Print name _____

Date _____

BID PRICE FORM

(Follows)

			CITY OF WALTHAM, MASSACHUSETTS	NOTE: ALL PRODUCTS MUST BE LATEX FREE		
			MASTER BID LIST UPDATED April 2014			
			HEALTH/ATHLETIC TRAINER SUPPLIES			
ITEM #	QUANTITY	SPECIFICATION	BRAND NAME & MODEL NO. IF OTHER THAN SPECIFIED	UNIT PRICE	TOTAL PRICE	
1	0 cases	J & J, 1-1/2" X 15 yds., Porous Coach Athletic Tape NO SUBSTITUTION (32 rolls/case)				
2	4 boxes	J & J, 1" X 10 yds., Porous Athletic Tape NO SUBSTITUTION (12 rolls/box)				
3	0 boxes	J & J, 1/2" X 10 yds., Porous Athletic Tape NO SUBSTITUTION (24 rolls/box)				
4	0 cases	Seamed & Spliced Athletic Tape 1-1/2" x 5 yards (32 rolls/case)				
5	4 cases	Jaybird Elastic Tape, 1-1/2" x 7-1/2 yds NO SUBSTITUTION (32 rolls/case)				
6	0 cases	Jaybird Elastic Tape, 1" x 7-1/2 yds NO SUBSTITUTION (48 rolls/case)				
7	1 boxes	Elastikon Tape, 3" X 5 yards NO SUBSTITUTION (4 rolls/box)				
8	0 box	Cramer Heel & Lace Pads, 3" x 3" NO SUBSTITUTION (2000/box)				
9	3 pkgs	Gauze Sponges, 4" X 4", Non-Sterile (200/pkg.)				
10	0 pkgs.	Elastic Roller Gauze, 1" - Non-Sterile (5 yds long, 12 rolls/pkg.)				

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ITEM #	QUANTITY	SPECIFICATION	BRAND NAME & MODEL NO. IF OTHER THAN SPECIFIED	UNIT PRICE	TOTAL PRICE	
11	0 pkgs.	Elastic Roller Gauze, 2" - Non-Sterile (5 yds long, 12 rolls/pkg.				
12	0 pkgs.	Elastic Roller Gauze, 3" - Sterile (5 yds long, 12 rolls/pkg.				
13	0 boxes	Gauze Pads, 3" x 3" - Sterile (100/box)				
14	0 box	Telfa Gauze Pads 3" x 4"- Sterile (100/box)				
15	0 cases	Tape Underwrap - Red (48 rolls/case)				
16	0 roll	Moleskin, 3" x 25 yards/roll				
17	0 roll	Moleskin, 12" x 5 yards/roll				
18	6 cans	Tuf-Skin colorless, NO SUBSTITUTION (4 oz/cans)				
19	6 cans	Tuf-Skin colorless, NO SUBSTITUTION (10 oz/cans)				
20	3 jar	Second Skin, 1" x 1" (200/jar)				

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ITEM #	QUANTITY	SPECIFICATION	BRAND NAME & MODEL NO. IF OTHER THAN SPECIFIED	UNIT PRICE	TOTAL PRICE	
21	0 tubes	Skin Lube (3 oz. tube)				
22	0 jars	Skin Lube (5 lb. Jar)				
23	4 boxes	Transpore Plastic Tape, 1" x 10 yds. (12 rolls/box)				
24	0 boxes	Transpore Plastic Tape, 2" x 10 yds. (6 rolls/box)				
25	10 boxes	Elastic Wrap, 2" regular length (12/box)				
26	12 boxes	Elastic Wrap, 3" regular length (12/box)				
27	0 boxes	Elastic Wrap, 4" regular length (12/box)				
28	0 boxes	Elastic Wrap, 6" regular length (12/box)				
29	0 each	Elastic Wrap, 4" double length				
30	0 each	Elastic Wrap, 6" double length				

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ITEM #	QUANTITY	SPECIFICATION	BRAND NAME & MODEL NO. IF OTHER THAN SPECIFIED	UNIT PRICE	TOTAL PRICE	
31	14 boxes	Flexible Band-Aids, 1" x 3"				
		NO SUBSTITUTION				
		(1500/box)				
32	6 boxes	Band-Aids - Juniors, 1-1/2" x 1/2"				
		NO SUBSTITUTION				
		(100/box)				
33	8 boxes	Flexible Band-Aids, 2" x 4"				
		NO SUBSTITUTION				
		(50/box)				
34	3 boxes	Knuckle Coverlets, 1-1/2" x 3"				
		NO SUBSTITUTION				
		(100/box)				
35	6 boxes	Fingertip Coverlets, Small				
		(100/box)				
36	3 boxes	4-wing Coverlets, 3" X 3"				
		(50/box)				
37	0 boxes	Butterfly Closures, Sterile				
		Medium				
		(100/bx)				
38	0 boxes	Steri-Strips, 1/4" X 3"				
		(3 strips/pkg.) (50 pkg./box)				
39	0 each	Aluminum Crutches, with accessories				
		Youth				
40	0 each	Aluminum Crutches, with accessories				
		Adult				

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ITEM #	QUANTITY	SPECIFICATION	BRAND NAME & MODEL NO. IF OTHER THAN SPECIFIED	UNIT PRICE	TOTAL PRICE	
41	4 each	Aluminum Crutches, with accessories Adult, tall				
42	0 box	Alumafoam Finger Splints, 3/4" x 9" (12/box)				
43	0 each	Sam Splint, 4 1/4" x 36"				
44	15 each	Arm Sling, closed end Medium				
45	3 each	Arm Sling, closed end Large				
46	0 tubes	Analgesic Balm, Medium (2.75 oz. tubes)				
47	7 btls.	Isopropyl Alcohol 16 oz. bottle				
48	0 boxes	Pediculos's Head Check Sticks (100/box)				
49	20 pkgs.	Alcohol Preps Wipes (100/pkg.)				
50	14 boxes	Bee Sting Ease Swabs Benzocaine Only (10/box)				

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ITEM #	QUANTITY	SPECIFICATION	BRAND NAME & MODEL NO. IF OTHER THAN SPECIFIED	UNIT PRICE	TOTAL PRICE	
51	0 btl.	Athlete's Foot Powder 4 oz. bottle				
52	16 btl.	Calamine Lotion 8 oz. bottle				
53	10 btl.	Eucerin Lotion 13 oz. bottle				
		No Substitutions				
54	0 each	Nebulizer Tubing 7 Ft. with tee adapter, mouthpiece and reservoir tube				
55	0 boxes	Assess peak flow meter disposable mouth pieces child size, 100 bulk irrigate, 4 oz.				
56	0 pkg.	Oval Eye Pads with plastic or metal cover (12/pkg.)				
57	9 btl.	Saline Contact Lens Solution 12 oz. bottles				
		EXP DATE 6/15 OR LATER				
58	37 btl.	Sterile Eye Wash 1 oz. bottles				
		EXP DATE 6/15 OR LATER				
59	0 tubes	Hydrocortisone Cream .1% (1 oz. tubes)				
60	0 tubes	Bacitracin, 1 oz. tube				

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			MASTER BID LIST UPDATED April 2014			
			HEALTH/ATHLETIC TRAINER SUPPLIES			
ITEM #	QUANTITY	SPECIFICATION	BRAND NAME & MODEL NO. IF OTHER THAN SPECIFIED	UNIT PRICE	TOTAL PRICE	
61	0 tubes	Bacitracin, 4 oz. tube				
62	0 gal.	Betadine				
63	7 bottle	Benadryl Liquid (4 oz. Bottle)				
		EXP DATE 6/15 OR LATER				
64	1 jug	Ultrasonic Gel, 5 liters/jugs				
65	9 jars	Vaseline (No Substitute) (3.25 oz. tube)				
66	20 bags	Cotton Tip Applicator, 6" Length (100/bag)				
67	20 boxes	Cotton Balls, Non-Sterile (500/bag)				
68	1 boxes	Tongue Depressors (500/box)				
69	12 cases	Polar Ice, Economy Packs, Re-usable Gel (30/case) 4 x 6"				
		No Substitutions				
70	12 cases	Polar Ice, Economy Packs, Re-usable Gel (12/case) 6 x 8"				
		No Substitutions				

			CITY OF WALTHAM, MASSACHUSETTS	NOTE: ALL PRODUCTS MUST BE LATEX FREE		
			MASTER BID LIST UPDATED April 2014			
			HEALTH/ATHLETIC TRAINER SUPPLIES			
ITEM #	QUANTITY		SPECIFICATION	BRAND NAME & MODEL NO. IF OTHER THAN SPECIFIED	UNIT PRICE	TOTAL PRICE
71	25 dozen		Chemical Ice Packs			
72	0 each		Ice Bag - 6", Strong and Leakproof			
73	0 each		Ice Bag - 9", Strong and Leakproof			
74	0 btls.		Tylenol, Regular Strength - Caplet			
			(100/bottle)			
			EXP DATE 6/15 OR LATER			
75	0 btls.		Tylenol, Regular Strength - Tablet			
			(1000 tablets/bottle)			
			EXP DATE 6/15 OR LATER			
76	16 btls.		Acetaminophen, Regular Strength - Tablet			
			(100 tablets/bottle)			
			EXP DATE 6/15 OR LATER			
77	6 btls.		Acetaminophen, Childrens Strength - Chewable			
			(100/bottle) Tylenol Brand Only			
			EXP DATE 6/15 OR LATER			
78	40 btls.		Acetaminophen, Childrens Strength - Elixir			
			(8 oz. bottle)			
			EXP DATE 6/15 OR LATER			
79	6 btls.		Ibuprofen			
			(100 tablets/bottle)			
			EXP DATE 6/15 OR LATER			
80	9 btls.		Ibuprofen			
			(500 tablets/bottle)			
			EXP DATE 6/15 OR LATER			

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ITEM #	QUANTITY		SPECIFICATION	BRAND NAME & MODEL NO. IF OTHER THAN SPECIFIED	UNIT PRICE	TOTAL PRICE
81	13	btl.	Mylanta (No Substitute) (100 tablets/bottle)			
			EXP DATE 6/15 OR LATER			
82	0	pkgs.	Cough Drops, cherry (36/pkg.)			
83	24	pkgs.	Cough Drops, menthol (36/pkg.)			
84	6	each	Hydrocollator Packs, Standard 10" x 12"			
85	6	each	Hydrocollator Packs, Cervical 24" long			
86	0	each	Hydrocollator Covers, Cervical All Terry Cloth			
87	0	each	Hydrocollator Covers, Standard All Terry Cloth			
88	0	case	Terry Towels, 20" x 40" (12/case)			
89	0	pkgs.	Penlights, Disposable (6/pkg.)			
90	1	each	Nail Clippers			

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ITEM #	QUANTITY	SPECIFICATION	BRAND NAME & MODEL NO. IF OTHER THAN SPECIFIED	UNIT PRICE	TOTAL PRICE	
91	24 cases	Facial Tissue, 175 X 2 ply (36 boxes/case)				
92	0 each	Deluxe Shoulder Injury Pad 1/2" vinyl				
93	0 each	Neck Roll, 2" round vinyl				
94	0 each	Neck Roll, 2" flat vinyl				
95	0 each	Bike Rib Lite II Pad Reg. size NO SUBSTITUTE				
96	0 each	Knee Immobilizer, 16" length Universal				
97	0 each	Knee Immobilizer, 20" length Universal 3 panel				
98	0 each	Knee Immobilizer, 24" length Universal 3 panel				
99	0 pkgs.	Orthopedic Felt, Variety Pack 4 sheets/pack				
100	0 pkgs.	Foam Variety Kit (6 sheets/pkg.)				

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ITEM #	QUANTITY	SPECIFICATION	BRAND NAME & MODEL NO. IF OTHER THAN SPECIFIED	UNIT PRICE	TOTAL PRICE	
101	0 pkgs.	Corn & Callous Felt, Narrow, 1/8" (100/pkg.)				
102	0 pkgs.	Bunion Felt, 1/8" (100/pkg.)				
103	0 sheets	Latex Foam Rubber 1/2" X 21" X 36" Sheet				
104	6 pkgs.	Heel Cups, Rubber Size: Regular (1 pair/pkg.)				
105	8 pkgs.	Heel Cups, Rubber Size: Large (1 pair/pkg.)				
106	0 each	C.P.R. Microshield				
107	0 each	Bandage Scissors 7-1/4" stainless				
108	0 each	Suture Scissors				
109	0 each	7" Para-Med Scissors				
110	0 each	Cramer Zip Cut, Tape Cutter NO SUBSTITUTION				

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ITEM #	QUANTITY	SPECIFICATION	BRAND NAME & MODEL NO. IF OTHER THAN SPECIFIED	UNIT PRICE	TOTAL PRICE	
111	6 each	Shark Tape Cutter NO SUBSTITUTION				
112	1 box	Shark Replacement Blades NO SUBSTITUTION (10 box)				
113	6 cases	Drinking Cups, 5 oz. plastic (2500/case)				
114	8 cases	Drinking Cups, 7 oz. plastic (2500/case)				
115	0 cases	Medicine Cups, 1 oz. graduated Clear Plastic, 100 / sleeve				
116	100 each	Water Bottles, Pop Top, Wide Mouth quart size				
117	0 each	Water Bottle carrier for above				
118	0 cases	Gloves, Vinyl, Exam, Heavy Duty Small - Powder Free Latex Free (100/box 10 boxes/case)				
119	6 cases	Gloves, Vinyl, Exam, Heavy Duty Medium - Powder Free Latex Free (100/box 10 boxes/case)				
120	2 cases	Gloves, Vinyl, Exam, Heavy Duty Large - Powder Free Latex Free (100/box 10 boxes/case)				

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ITEM #	QUANTITY	SPECIFICATION	BRAND NAME & MODEL NO. IF OTHER THAN SPECIFIED	UNIT PRICE	TOTAL PRICE	
121	0 cases	Gloves, Vinyl, Exam, Heavy Duty Extra Large - Powder Free Latex Free (100/box 10 boxes/case)				
122	0 box	Theraband - Medium (50 yards/box)				
123	0 box	Theraband - Heavy (50 yards/box)				
124	0 box	Theraband - X-Heavy (50 yards/box)				
125	3 cases	Disposable Underpads- Chux 17 X 24 300/case				
126	7 cases	Maxi-Thins (250/case)				
127	21 boxes	Tampax Tampons, regular (32/box)				
128	0 each	Thermometers - Digital "Fast Brand" 30 second with flexible tip No Substitutions				
129	60 boxes	Welch / Allyn Sure Temp Probe Covers Disposable for Temp Thermometer (250/box) No Substitutions				
130	0 each	Emergency Dental Kit, Large				

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ITEM #	QUANTITY	SPECIFICATION	BRAND NAME & MODEL NO. IF OTHER THAN SPECIFIED	UNIT PRICE	TOTAL PRICE	
131	9 each	Dental Floss Unwaxed				
132	9 each	Dental Wax				
133	3 each	Water Cooler, 3 gallon				
134	4 each	Water Cooler, 5 gallon				
135	2 each	Water Cooler, 10 gallon				
136	0 each	Sharps Containers 2 Quart				
137	0 each	Sharps Container for wall unit Sage 5 quart No Substitute				
138	100 boxes	Zip Lock Reclosable Bags 1.5 ml. 5 x 7 quart size (100/box) Send Sample				
139	1 cases	Ice bags, 6" x 18" (1000/case)				
140	1 boxes	Flexi wrap with built in handle 4" x 600' (6 rolls/box)				

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ITEM #	QUANTITY	SPECIFICATION	BRAND NAME & MODEL NO. IF OTHER THAN SPECIFIED	UNIT PRICE	TOTAL PRICE	
141	0 boxes	Kwik heat instant hot packs (12/box)				
142	0 each	Glove Dispenser with belt clip				
143	0 pkg.	Nose Bleed Plugs, non-sterile (50/pkgs.)				
144	0 rolls	Cramer Compressionette 3" x 11 yards / roll				
145	0 roll	Cramer Compressionette 5" x 11 yards / roll				
146	0 each	Ice Cooler, Red 7 qt. Minimum				
147	13 pkgs.	Splinter - out Splinter Remover 20 / pkg				
148	2 each	Rubber Hot Water Bottle 2 Quart Capacity with Stopper				
149	1 each	Eye Glass Repair Kits				
150	0 each	Sphygmomanometer, cotton cuff Adult size, Latex Free				

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ITEM #	QUANTITY	SPECIFICATION	BRAND NAME & MODEL NO. IF OTHER THAN SPECIFIED	UNIT PRICE	TOTAL PRICE	
151	0 each	Toothbrushes				
		Please send Sample				
		Child Size 26-27 tufts (soft)				
152	9 bottles	Cepacol Mouthwash				
		24 Oz.				
		No Substitutions				
153	0 box	Thera-tube, Red, Medium				
		100 ft / box				
154	0 box	Thera-tube, Black, heavy				
		100 ft / box				
155	26 cont.	Clorox Wipes				
		70/container				
156	18 bottles	Hand Sanitizer				
		500ml. / Bottle				
157	12 tubes	Exergen Thermometer Scanner Probe Covers				
		Latex Free No Substitutes				
		(50/Tube)				
158	38 rolls	Glucose tablets				
		Such as Dex 4				
		(10/Roll)				
159	0 pkg	Toothette Swabs				
		Disposable				
		(20/package)				
160	0 tube	Specula, Disposable 2.75mm Pediatric Speculum				
		for Diagnostic & Macroview Otoscopes				
		(34/Tube)				

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ITEM #	QUANTITY	SPECIFICATION	BRAND NAME & MODEL NO. IF OTHER THAN SPECIFIED	UNIT PRICE	TOTAL PRICE	
161	0 each	Specula, Disposable 4.25mm Pediatric Speculum for Diagnostic & Macroview Otoscopes				
162	1 boxes	Tegaderm 6 cm x 7 cm (100 / box)				
163	2 cases	Cohesive Tape - 1" x 6 yards, Black (48 / case)				
164	6 cases	Cohesive Tape - 2" x 6 yards, Black (24 / case)				
165	2 cases	Cohesive Tape - 3" x 6 yards, Black				
166	24 bottles	Wound Wash Saline 3 oz Bottle				
167	2 packs	Monse's Stip-Tik Blood Stopper Swabpoules 25/pack				