

# INVITATION TO BID

State of Ohio  
Department of Administrative Services  
General Services Division  
Office of Procurement Services

The Original Signed Bid must be submitted to the Office of Procurement Services to receive consideration for award.		BIDDER NAME	
BID NUMBER <u>OT902911</u>	OPENING DATE (1:00 p.m.) <u>AUGUST 30, 2010</u>	STREET ADDRESS <input type="checkbox"/> Check if remit address is different and list on separate sheet	
General Services Division Office of Procurement Services 4200 Surface Road Columbus, OH 43228-1395 Attn: Bid Desk		CITY STATE ZIP	
		COUNTY	MBE/EDGE CERTIFICATE NUMBER
		TELEPHONE NO. ( )	TOLL FREE NO. 1 - ( )
		CONTACT PERSON	FAX NO. ( )
REQ./INDEX NO. <u>MAC105</u>	BID NOTICE DATE <u>AUGUST 10, 2010</u>	CONTRACTOR'S E-MAIL ADDRESS	
SELECT YOUR PREFERRED METHOD OF RECEIVING PURCHASE ORDERS AND ENTER THE E-MAIL OR FAX NUMBER INFORMATION (ONLY SELECT ONE METHOD) <input type="checkbox"/> E-Mail <input type="checkbox"/> Fax			
In addition to the standard terms for payment, the payment terms for state agency(ies) will be 2%,10 Days, Net 30 Days unless otherwise stated in the following space. If no discount is offered, bidder should circle "Net 30 Days". ____%, ____Days, Net 30 Days			
<b>PARTICIPATING AGENCY(IES):</b>  The Department of Mental Health, Office of Support Services, Pharmacy Service Center, 2150 W. Broad Street, Columbus, OH 43223, the Department of Health, 900 Freeway Drive North, Bldg. 8, Columbus, OH 43229, and any State University			
<b>ADDENDUM FOR CHANGE</b> <b>ADDENDUM NO.: 1</b> <b>REVISION DATE: 08/12/10</b>			
<b>THE DEPARTMENT OF ADMINISTRATIVE SERVICES, OFFICE OF PROCUREMENT SERVICES IS SOLICITING BIDS FOR:</b>  <b>Drugs, Pharmaceuticals, and Vaccine</b>			
Attached is page 5 to this Invitation to Bid. Remove the corresponding page from the existing bid and replace with the attached.			
As indicated herein this addendum is issued to advise of additional electronic monthly price schedule information, as indicated herein.			

SPECIAL CONTRACT TERMS AND CONDITIONS (Cont'd.)

EVALUATION: All bidders that properly respond to the requirements listed herein will be placed on the contract. If the State of Ohio determines the pricing to be excessive the bid will be disqualified.

CONTRACT AWARD: A Contract will be awarded to all responsive and responsible bidders.

NOTICE TO BIDDERS: The state of Ohio, although not making therapeutic awards, has developed a therapeutic formulary. Cost may be utilized when determining therapeutic ranking within the formulary.

PRICE SCHEDULE WITH ECONOMIC ADJUSTMENT: During the life of the contract, there will be MAC105 Price Schedule listings submitted monthly by each Contractor. No price adjustment will be permitted prior to the effective date of the most current net price list submitted, or on purchase orders that are already being processed, or on purchase orders that have been filled and are awaiting shipment.

Should there be a decrease in the cost of the finished product due to a general decline in the market or some other factor, the Contractor is responsible to notify DAS immediately. If the price decrease is a temporary decrease, such should be noted on the invoice. In the event that the temporary decrease is revoked, the contract pricing will be returned to the pricing in effect prior to the temporary decrease. For monthly deliveries, any decrease will be applied to deliveries made after the effective date of the decrease. Failure to comply with this provision will be considered as a default and will be subject to the provisions of Article S-11, Price Adjustments, of the Contract Terms and Conditions.

PRICE SCHEDULE REQUIREMENTS:

1. The MAC105 Price Schedule shall be made available to DAS Office of Procurement Services, the Ohio Department of Mental Health, the Ohio Department of Health, and State Universities.
2. The MAC105 Price Schedule is to be submitted on a monthly basis by the contractor(s), as it will be updated every month, unless there are no changes from the latest submission. The MAC105 Price Schedule should be submitted in hard copy (printed on paper), diskette, compact disc (CD), or as in E-Mail attachment form, depending on each agencies' requirements. The electronic version must be available in the MS Excel format approved by DAS Office of Procurement Services (see below).

It is the Contractor's responsibility to ensure DAS Office of Procurement Services and the applicable using agencies have the latest MAC105 Price Schedule at least five (5) business days prior to the beginning of each month, and Contractor may request receipt confirmation acknowledgements from these agencies.

Each MAC105 Price Schedule document or file shall include the supplier name, calendar month, submission date, Contract Number, and Index Number (MAC105).

The monthly MAC105 Price Schedule shall be available electronically upon request as a Microsoft Excel spreadsheet file, and shall conform to a format approved by DAS, Office of Procurement Services. At minimum, the Excel spreadsheet should contain the Reference Number (begins with "210-"), product description, quantity per unit, unit of measure, package (BTL, Vial, etc.), NDC Number, manufacturer, and price. Some of the information may be incorporated in the description or may be in separate columns. The Reference Number, NDC number, and price should be in separate columns, and the data should be sorted in order by Reference Number. The goal of this formatting is to provide the ability to quickly create a master price list with all of the monthly submissions as a searchable tool for the using agencies. DAS may approve changes to the electronic price list format as conditions require. The hard copy version should be arranged in the same fashion to the electronic format, but in print form.

\* The initial approved electronic monthly MAC105 Price Schedule format may be accessed at the Web address, below. If printed into paper form, the resulting price pages may be submitted with the bid response, as an option. For subsequent use after award, the submission date and proper month may be manually added to the header field of this Excel sheet, as required. Web address:

<https://procure.ohio.gov/PDF/OT902911%20Price%20Pages%20-MAC105%20Data%202010-2011.xls>

3. Any reference, which may appear on any MAC105 Price Schedule list, to any other and/or conflicting terms and conditions, such as F.O.B. Shipping Point or Prices Subject to Change, will not be part of any contract with the successful bidder(s) and will be disregarded by the state of Ohio.

\* To advise of additional electronic monthly price schedule information, as indicated herein.