

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 0B101416	OPENING DATE (1:00 p.m.) September 2, 2015	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. 0000034807	BID NOTICE DATE 8/21/815	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)

E-Mail 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

BILL TO:
OHIO PHARMACY SERVICES
OHIO DEPT. OF MENTAL HEALTH AND ADDICTION SERVICES
2150 W. BROAD ST.
COLUMBUS, OH 43223

SHIP TO:
PHARMACY SERVICE CENTER
OHIO DEPT. OF MENTAL HEALTH AND ADDICTION SERVICES
2150 W. BROAD ST.
COLUMBUS, OH 43223

DELIVERY REQUESTED

F.O.B./DEST. P.P.D. SEPTEMBER 14, 2015

DELIVERY OFFERED (IF DIFFERENT)

F.O.B./DEST.P.P.D. _____

THE DEPARTMENT OF ADMINISTRATIVE SERVICES, OFFICE OF PROCUREMENT SERVICES IS SOLICITING BIDS FOR:

MEDICATION BLISTER CARDS FOR DOSIS SYSTEM

QUANTITY AND DURATION: This Invitation to Bid, which is not a contract, is considered to be a one-time procurement offer for the product(s)/service(s) as listed herein. The successful Contractor may commence performance of the awarded contract upon receipt of an official state of Ohio Purchase Order (ADM0523/ORDE). Upon completion of the contract and upon receipt of proper invoices, payment will be provided by the ordering agency. The contract will then be considered as complete and no further purchases may be placed against the contract. With the exception of approved overrun/underrun tolerances, any deviations from the quantity listed in the awarded contract shall not be permissible nor acceptable.

INSTRUCTIONS TO BIDDERS AND CONTRACT TERMS AND CONDITIONS, Revised 10/2013, are a part of this Invitation to Bid. Copies may be downloaded by clicking the link above. All prior versions of Instructions to Bidders, Contract Terms and Conditions are null and void.

By submitting this Invitation to Bid, the Contractor certifies that Contractor has truthfully disclosed the location(s) where all services are to be performed; the location(s) where all applicable State contract data is to be maintained or made available; and the principal location of business for the Contractor and all subcontractors. The Contractor further certifies and acknowledges that Contractor will not change the country of the location(s) where services are performed and will not change the country of the location(s) where data is maintained or made available without prior written consent of the State.

INQUIRIES: All inquiries should be submitted a minimum of five (5) working days prior to the bid opening date through the Procurement website, www.procure.ohio.gov. Click "Find it Fast," select "Doc/Bid/Schedule#" in Step 1, enter the Bid Number in Step 2, click "Find it Fast." The "Submit Inquiry" button is at the bottom of the Opportunity Detail page. Bidders will not receive a personalized e-mail response to their question, nor will they receive notification when the question is answered. Responses may be viewed by clicking the "View Q & A" button located beneath the "Submit Inquiry" button.

PRINTED/TYPED SIGNATURE

AUTHORIZED SIGNATURE (ORIGINAL SIGNATURE ONLY) (Please sign in blue ink)

DATE

The original signed bid must be submitted to the Office of Procurement Services by 1:00 o'clock p.m. on the above listed opening date to receive consideration for award. It is requested that the bidder not sign their bid in black ink. Bidder certifies, by signature affixed to its bid, that the information provided by it in its bid including the certified statements, is accurate and complete. Bidder declares to have read and understood and agrees to be bound by all of the instructions, terms, conditions and specifications of this Invitation to Bid and agrees to fulfill the requirements of any awarded contract at the prices bid.

BID PRICE SCHEDULE:

Bidders shall not insert a unit cost more than 3 digits after the decimal point. Digit(s) beyond 3, after the decimal point, shall be dropped by the Office of Procurement Services and not used in evaluation and any subsequent order.

BID ITEM NO.	QTY.	UNIT	DESCRIPTION	MANUFACTURER AND PART NUMBER OFFERED	UNIT PRICE	EXTENDED AMOUNT
1.	200,000	EA	BLISTER CARD, FOR MANCHAC DOSIS SYSTEM, 31 CAVITIES, LARGE OVAL, RX SYSTEMS ITEM #D310 ON CARD. MANUFACTURER(S) AND PART NUMBER(S): OMNICELL/MTS 300-50-B310V; OR, RX SYSTEMS D1316		\$	\$
2.	200,000	EA	LIDDING ONLY, FOR MANCHAC DOSIS SYSTEM, 31 CAVITIES, RX SYSTEMS ITEM #D310LP ON CARD. MANUFACTURER(S) AND PART NUMBER(S): OMNICELL/MTS L-300-50; OR, RX SYSTEMS D310LP		\$	\$

DESIRED CASE QUANTITY FOR ITEM NO. 1: EITHER 500 OR 1,000 EA./CS.

OFFERED CASE QUANTITY FOR ITEM NO. 1: _____ EA. / CS.

DESIRED CASE QUANTITY FOR ITEM NO. 2: 1,000 EA./CS.

OFFERED CASE QUANTITY FOR ITEM NO. 2: _____ EA. / CS.

SPECIAL CONTRACT TERMS AND CONDITIONS

AMENDMENTS TO CONTRACT TERMS AND CONDITIONS: The following Amendments to the Contract Terms and Conditions do hereby become a part hereof. In the event that an amendment conflicts with the Contract Terms and Conditions, the Amendment will prevail.

DESCRIPTIVE LITERATURE: The Bidder may be required to submit descriptive literature of the supplies or services being offered. If requested, the literature will be used in the evaluation process to determine the lowest responsive and responsible bidder. If not provided as part of the bid response, the Bidder must provide said literature within seven (7) calendar days after request/notification by the Office of Procurement Services to do so. Any references, that may appear in the descriptive literature, that may alter the terms and conditions and specifications of the bid (e.g. F.O.B. Shipping Point or Prices Subject to Change), will not be part of any contract and will be disregarded by the state of Ohio. Failure of the bidder to furnish descriptive literature either as part of their bid response or within the time specified herein will deem the bidder not responsive.

PRODUCT SAMPLES: The bidder(s) may be required to submit samples of the supplies being offered. The samples will be used in the evaluation process to determine the lowest responsive and responsible bidder. If not included as part of their bid response, the bidder will be required to provide the samples within seven (7) calendar days after notification.

In addition, if requested, bidder(s) will be required to submit a sample quantity of at least 250 pieces for manufacturing trial(s), and the bidder will be required to provide the samples within ten (10) calendar days after notification.

Failure to provide the samples within the stated time period will result in the bidder being deemed not responsive.

After award of the contract, the samples will be used as a basis of comparison with actual product delivered under contract. Any variation between the samples and product being delivered will be considered as an event of default. Any variations between the samples and actual product being delivered that are due to manufacturer changes may be acceptable and shall require prior written approval from DAS.

DELIVERY AND ACCEPTANCE: Supplies will be delivered to the participating agency within five (5) business days after receipt of order and, in accordance with paragraphs S-8, S-9, and S-10 of the SUPPLEMENTAL CONTRACT TERMS AND CONDITIONS. The delivery location will be noted on the purchase order issued by the participating agency. Acceptance (transfer of title) will occur upon the inspection and written confirmation by the ordering agency that the supplies delivered conform to the requirements set forth in the Contract. Unless otherwise provided in the Contract, acceptance shall be conclusive except as regards to latent defects, fraud, or such gross mistakes as amount to fraud.

SPECIAL CHARGES: There shall be no additional charge allowed by the State that is not specifically mentioned in this bid or in any contract awarded pursuant to this bid.

BRAND NAMES: In the following specification requirements trademarks, brand names, manufacturer's names, catalogues/style/product numbers and products are listed as examples only, for the purpose of description to establish a base level of quality, performance and characteristics the state requires. The listed examples are not intended to limit or restrict competition as any items offered that contain the level of quality that are incorporated in the trademarks, brand names, manufacturers names, catalogue/style/product numbers listed will receive the same consideration for award. Bidders may be required to submit descriptive literature, detailed specifications and samples to verify quality standards. Product offered by the Bidder shall be equal or better than the brand or specified product referenced in the Bid document. Subsequent to award, product listed in the Contract may not be substituted without the prior approval of the Department of Administrative Services (DAS), Office of Procurement Services (OPS).

All products shall be fit for use for the intended purposes specified herein. Product sample(s) and/or literature may be evaluated by using agencies to determine if it meets the functional, performance, aesthetic, and safety needs of the institution. All products must meet the Specifications and Requirements, as indicated herein. Final approval of the aesthetic and functional quality will be by DAS.

Subsequent to award, if DAS determines that the product awarded does not meet the Brand Name standard, the Contractor will be required to provide product that does meet the Brand Name standard, at the price bid, within the required delivery time. If the Contractor fails to provide the product, as specified, the State may buy substitute supplies from a third party, for those that were to be provided by Contractor. The State may recover the costs associated with acquiring substitute supplies, less any expenses or costs saved by Contractor's default, from Contractor.

SPECIAL CONTRACT TERMS AND CONDITIONS (Cont'd)

EVALUATION: Bids will be evaluated in accordance with Article I-17 of the "Instructions to Bidders". In addition, to determine the low lot total price, the state will multiply the estimated annual usage of each item by its corresponding price for an item total, and then add the item totals together.

CONTRACT AWARD: The contract will be awarded to the lowest responsive and responsible bidder by low lot total. Low lot total will be determined by multiplying the unit cost by the estimated usage listed in the bid and then adding each of the totals together to arrive at a total for all items. Failure to bid all items may result in the bidder being deemed not responsive.

BID AUTOMOBILE LIABILITY CHECKLIST:

Contractor will indicate, by checking the appropriate box(es) below, which mode of transportation will apply to this contract.

- Bidder/Broker ("The Contractor") or their Sub Contractor will make delivery or be performing services using a vehicle that is owned, leased or rented. Provide Certificate of Insurance documenting automobile liability with a Combined Single Limit of \$500,000.00.
- Goods/Services will be delivered via common carrier.
- No employee or representative of the contractor will have cause to be on state property to make deliveries or to perform services.

DISCLOSURE OF SUBCONTRACTORS / JOINT VENTURES (See Standard Contract Terms and Conditions, Section (roman numeral) V. General Provisions:, Paragraph Q.):

List names of subcontractors who will be performing work under the Contract.

By the signature affixed to Page 1 of this Bid, Bidder hereby certifies that the above information is true and accurate. The Bidder agrees that no changes will be made to this list of subcontractors or locations where work will be performed or data will be stored without prior written approval of DAS. Any attempt by the Bidder/Contractor to change or otherwise alter subcontractors or locations where work will be performed or locations where data will be stored, without prior written approval of DAS, will be deemed as a default. If a default should occur, DAS will seek all legal remedies as set forth in the Terms and Conditions which may include immediate cancellation of the Contract. Failure to complete this page may deem your bid not responsive.

PRICE SCHEDULE: The Bidder is required to submit its pricing as a paper copy by completing the required information on the Price Schedule. For all Bid items offered, the Manufacturer and Part Number Offered, Unit Price, and Extended Amount in the Bid Price Schedule must be completed. Only the prices submitted on this Price Schedule will be acceptable. No Bidder's attachments or other documents with additional charges, prices, or fees will be acceptable. It is the bidder's responsibility to assure the information in the submitted Price Schedule is checked, accurate, and complete. Bidders shall not insert a price more than 3 digits after the decimal point. Digit(s) beyond 3, after the decimal point, shall be dropped by Office of Procurement Services and not used in the evaluation and any subsequent award. Failure to comply with these requirements may cause the Bidder to be deemed as not responsive.

SPECIAL CONTRACT TERMS AND CONDITIONS (Cont'd.)

SPECIFICATIONS

I. SCOPE AND CLASSIFICATION

A. Scope:

These specifications shall cover the purchase of medication blister card supplies, which include Blister Card (blister assembled/attached to card) and Lidding, which shall work as intended in the DOSIS system.

B. Classification:

For clarity, the items of this ITB are listed, below. Note: The Contract Items will be awarded by low lot total.

1. Supplies for Manchac DOSIS System

a. Cards, 31 Cavities

- 1) Blister Card, Large Oval (Bid Item No. 1)
- 2) Lidding Only (Bid Item No. 2)

II. APPLICABLE DOCUMENTS

The latest revisions of the following documents shall apply.

- A. All applicable section(s) of the Code of Federal Regulations (including, but not limited to Titles 21 and 29);
- B. All applicable section(s) of the Ohio Pure Food, Drug, and Cosmetic Law;
- C. All applicable section(s) of Federal Food, Drug, and Cosmetic Act.
- D. United States Pharmacopoeia (USP), USP38-NF33 or current applicable volume(s).

III. GENERAL REQUIREMENTS

- A. Manufacturer and the Contractor shall conform to the Food and Drug Administration, and OSHA rules and regulations, governing the manufacturing, packaging, and distribution of blister cards.
- B. All products, as listed herein, shall be suitable for human medicinal use.
- C. All items shall have an associated catalog number, and lot or batch number which can be traced to identify defective lot, if any, and to reorder respectively. All items which cannot be used by the customer due to dimensional variances will be considered defective product.
- D. All items shall be clean, as required, and wrapped and packaged appropriately to insure cleanliness.
- E. All products shall be fit for use for the intended purposes specified herein, and packaging shall be appropriate and not excessively difficult to open and use.
- F. Products shall be of recent manufacture. Upon delivery the product shall have a minimum of 80% of its original shelf life (as manufactured) remaining, as applicable.

SPECIFICATIONS (Continued)

- G. All products must meet or exceed the quality level and performance of the items referenced in the Price Schedule, under the heading of Description. Products for use in the DOSIS system must be approved for use by the equipment manufacturer, Manchac Technologies, L.L.C.
- H. Products for use in the Manchac DOSIS system must perform as intended, without jamming or causing any abnormal conditions which impact productivity. All items which cannot be used in these systems due to insufficient product quality, improper design/compatibility, or failure of product to operate normally in these systems will be considered defective product.

IV. REQUIREMENTS FOR COLD SEAL (PRESSURE SENSITIVE) CARDS AND CARDS FOR DOSIS SYSTEM

- A. Compatibility - Cold seal cards must be capable of being sealed either by use of hand roller or machine.
- B. Overall Dimensions - The medication blister cards must not exceed six (6") inches in width and nine (9") inches in length, when filled, folded, and sealed.
- C. DOSIS Blister Card and Lidding - Unlike the one-piece design, the Blister Card for use in the DOSIS system is not folded, but is part of a two-piece design which is sealed together with the Lidding.
- D. Cavity Dimensions - (l = length, w = width, d = depth)

1. Type I - The vendor is to provide the 30 to 31 dose medication blister card supplies in two (2) cavity sizes, large oval and medium oval. If not specified herein, in the item description, or by manufacturer part number, the default cavity size is large oval. The following dimensions are approximations of standard sizes:

- a. 1.1"(l) x .6"(w) x .50"(d) large oval
- b. 1.1"(l) x .6"(w) x .385"(d) medium oval

NOTE: Bidder may offer alternate medium and large cavity size dimensions.

2. Type II - The 60 to 62 dose medication blister cards must have approximate cavity dimensions of:

- a. .8"(l) x .4"(w) x .500"(d) small oval

3. The bidder is requested to state cavity dimensions offered on the pricing page.

E. Construction

- 1. Component parts of the medication blister card sets are to consist of a plastic pill cavities (Blister) and folding paperboard card. The Blister Card must be supplied as a one (1) piece unit ready for the pressure sealing, having the Blister sealed to the paperboard card. The blister package shall be sealable by hand with rolling device and sufficient manual pressure or machine.
- 2. The folding paperboard card is to be printed and die cut so as to be foldable in book fashion or foldable bottom to top with the liner protected adhesive on both sides. The back of the card must have, as a minimum, preprinted blocks with the following information:

Medication Name or Item	Received by
Strength	Start Date
Mfg.	Reordered by
Lot No.	Order date
Expiration Date	

SPECIFICATIONS (Continued)

3. The medication blister cards are to contain individually numbered, individually sealed doses of solid oral medication and form a Class "B" container, meeting or exceeding USP XXI Method 2 Moisture Permeability Rating, or most recent revision of this USP standard. Materials must meet USP requirements for Class B container which assures a dependable barrier against moisture and gasses when properly sealed. Actual sealing directions must be included with each package of the product.

F. Materials of Construction

1. Paper Board - The paper board must be solid bleached sulfate (SBS) or medical grade board 18 point to 20 point thickness (in single thickness, prior to folding and sealing) laminated on back half with foil/tissue laminate coated with permanent pressure sensitive adhesive and covered with silicon liner. Blister is pre-attached to front half of card (1 piece card)
2. Coating for Board - The seal coating must be water based, clear, and FDA approved and comply with FDA regulations for direct contact with food and drugs.
3. Film - The film must be FDA approved, 5 mil PVC, or greater.
4. Peel Tab – Must be easy peel that removes liner to expose adhesive.
5. Adhesive – Must be of highest grade adhesive to insure against bond failure.
6. Bidders offering alternate materials of construction must indicate so in the bid or by attaching a separate cover.

- G. Workmanship - Workmanship and quality of the medication blister cards is to be first class throughout. All cards are to be free from manufacturing defects or other imperfections which may detract from their appearance and/or may impair their serviceability.

- H. Documentation - The bidder must submit documentation with the bid indicating the following:

1. Certification of Class B container status.
2. FDA - Drug master file numbers for each material of construction, where applicable.
3. Actual thickness of paperboard and film.

- I. Packaging - The vendor is to properly package the medication blister cards as standard to the industry to assure a safe, damage free delivery.