

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 OT900317	OPENING DATE (1:00 p.m.) MAY 30, 2016	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. MAC049	BID NOTICE DATE MAY 2, 2016	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			
PARTICIPATING AGENCY(IES): OHIO DEPARTMENT OF NATURAL RESOURCES, DIVISION OF WILDLIFE, 2045 MORSE ROAD, BUILDING G, COLUMBUS, OH 43229			
THE DEPARTMENT OF ADMINISTRATIVE SERVICES, OFFICE OF PROCUREMENT SERVICES, IS SOLICITING BIDS FOR: SEVEN (7) WEEK OLD MALE PHEASANT CHICKS (Phasianus Colchicus)			
TERM OF CONTRACT: This Invitation to Bid is to establish a requirements contract to procure the described supplies or services on behalf of the above participating agency(ies). The agency(ies) may place orders against the Contract beginning <u>10/01/16</u> or upon the date when DAS signs the Contract, whichever is later in time. The Contract will expire <u>09/30/19</u> unless DAS terminates the Contract based upon reasons set forth in Article I-C of the Standard Contract Terms and Conditions. No agencies may place purchase orders against the Contract beyond the expiration date unless DAS renews the Contract by amendment. The Contractor may begin performance under the Contract only upon receipt of a valid order from a participating agency.			
<u>INSTRUCTIONS TO BIDDERS AND CONTRACT TERMS AND CONDITIONS</u> , 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, http://procure.ohio.gov/ . Locate the "Quick Links" menu on the right, select "Bid Opportunities Search"; Step 1, enter the "Bid Number; Step 2, click "Search"; Step 3, click the "Document/Bid Number." The "Submit Inquiry" button is at the bottom right 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.			
		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.

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.

DELIVERY AND ACCEPTANCE: Supplies will be delivered to the participating agency as agreed within seventy (70) 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. Deliveries will begin in early July and run through early September annually. Deliveries shall be in lots or multiples of 1,500 chicks. 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.

TRANSPORTATION CHARGES: Any item(s) ordered from a contract awarded pursuant to this bid shall be shipped F.O.B. destination, freight prepaid, unless noted in a Minimum Order clause below. Shipment shall be made to: Urbana Wildlife Propagation Unit, 1189 Short Game Farm Road, Urbana, Ohio 43072.

EVALUATION: Bids will be evaluated in accordance with Article I-17 of the "Instructions to Bidders".

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

MINIMUM ORDER: The minimum dollar value of any order placed against a contract awarded pursuant to this bid for delivery F.O.B. destination, transportation charges prepaid at any one time to one destination, shall not be less than two hundred (\$200.00) dollars. For orders less than \$200.00, section S-10 of the Contract Supplemental Terms and Conditions applies.

MULTIPLE AWARD CONTRACT: This bid is issued to establish a Multiple Award Contract (MAC). A MAC is a contract made with more than one supplier of the same or similar types of supplies or services at varying prices for delivery within the same geographic area. The state's obligations under a MAC are subject to the Ohio Controlling Board's continuing authorization to use the MAC program authorizing the use of Multiple Award Contracts. By the signature affixed to Page 1, of this Bid, the Bidder certifies that it is currently in compliance and will continue to adhere to the requirements of the Ohio Ethics Law, Ohio Revised Code Section 102.04. The Bidder affirms that, as applicable to the Bidder, no party listed in Ohio Revised Code Section 3517.13 (I) or (J) or spouse of such party has made, as an individual, within the two previous calendar years, one or more contributions totaling in excess of \$1,000.00 to the Governor or to his campaign committees.

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 DAS Office of Procurement Services. Any references, that may appear in 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 DAS. 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.

SITE VISIT: During the bid evaluation process and prior to contract award, DAS reserves the right to have representatives from the state of Ohio Department of Natural Resources visit the bidder's facility. The purpose of the visit will be to review the facilities and/or equipment for a determination of whether the Bidder is able to meet the contract requirements.

FIXED-PRICE WITH ECONOMIC ADJUSTMENT: The contract prices(s) will remain firm for the first twelve (12) months duration of the contract. Thereafter, the Contractor may submit a request to increase their price(s) to be effective thirty (30) calendar days after acceptance by DAS. No price adjustment will be permitted prior to the effective date of the increase received by the Contractor from his suppliers, or on purchase orders that are already being processed, or on purchase orders that have been filled and are awaiting shipment. If the Contractor receives orders requiring quarterly delivery, the increase will apply to all deliveries made after the effective date of the price increase.

The price increase must be supported by a general price increase in the cost of the finished supplies, due to increases in the cost of raw materials, labor, freight, Workers' Compensation and/or Unemployment Insurance, etc. Detailed documentation, to include a comparison list of the contract items and proposed price increases, must be submitted to support the requested increase. Supportive documentation should include, but is not limited to: copies of the old and the current price lists or similar documents which indicate the original base cost of the product to the Contractor and the corresponding increase, and/or copies of correspondence sent by the Contractor's supplier on the supplier's letterhead, which contain the above price information and explains the source of the increase in such areas as raw materials, freight, fuel or labor, etc.

SPECIAL CONTRACT TERMS AND CONDITIONS (Cont'd)

FIXED-PRICE WITH ECONOMIC ADJUSTMENT (Cont'd): 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. The price decrease adjustment will be incorporated into the contract and will be effective on all purchase orders issued after the effective date of the decrease. 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 quarterly 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 Provision I.C. "Termination/Suspension" and Provision II. of the "Contract Remedies:" of the "Standard Contract Terms and Conditions".

CONTRACT RENEWAL: This contract may be renewed unilaterally by the State for one (1) month, at the State's option. Additionally, this contract may be renewed, by mutual agreement of the parties, any number of times for any period of time under the same prices, terms and conditions stated herein. The cumulative total of all renewals by agreement may not exceed three (3) years.

SPECIFICATIONS

I. SCOPE:

These specifications are for seven (7) week old rooster pheasant chicks for the state of Ohio Department of Natural Resources ("ODNR") Division of Wildlife ("DOW"). The ODNR DOW will then grow these rooster pheasant chicks and distribute them to selected wildlife areas within the state of Ohio.

II. REQUIREMENTS:

- A. The ODNR DOW anticipates purchasing approximately 12,000 seven (7) week old rooster pheasant chicks annually. Purchase orders shall be placed in early July annually in quantities of 3,000 chicks with deliveries occurring in lots of or multiples of 1,500 chicks as agreed between the ODNR DOW Wildlife Propagation Unit and the Contractor(s).
- B. The actual delivery schedule for seven week old rooster pheasant chicks will be agreed upon between the contractor(s) and The ODNR DOW Urbana Wildlife Propagation Unit. Deliveries will normally be required between July 5th and September 7th annually or as agreed between the Contractor(s) and the ODNR DOW Wildlife Propagation Unit.
- C. A scheduled delivery may be postponed up to three (3) days due to inclement weather at the discretion of The ODNR DOW Urbana Wildlife Propagation Unit at no additional cost to the Division.
- D. Awarded contractor(s) must be able to deliver seven (7) week old male rooster pheasant chicks in lots or multiples of 1,500 chicks.
- E. Contractor(s) must finalize the delivery arrangements with the ODNR DOW Urbana Wildlife Propagation Unit at least one (1) week prior to delivery.

III. BID ITEM SPECIFICATIONS:

- A. Seven (7) Week Old Male Pheasant Chicks (*Phasianus Colchicus*)
 - 1. Pheasant chicks shall be of the species (*Phasianus Colchicus*) and shall be live, seven (7) week old males (roosters) only. Pheasant chicks must possess normal ring-necked pheasant plumage.
 - 2. Pheasant chicks must be normal and in good health in all appearances. All chicks must have received treatment for gape worm and marbled spleen and be treated with electrolytes such as Vi-tal, prior to delivery.
 - 3. Pheasant chicks may be de-beaked; however, at the time of delivery each must have an upper mandible not more than 1/8" shorter than the de-beaked lower mandible.

SPECIFICATIONS (Continued)

4. All chicks must be weather hardened in outdoor pens for a period of not less than ten (10) days prior to delivery. Weather hardening means that the chicks must have been exposed to at least two (2) rain events or artificial mistings. An ODNR DOW representative may inspect the chicks approximately one (1) week prior to delivery to confirm weather hardening.
5. Pheasant chicks which appear to be unhealthy, severely de-beaked, poorly feathered, abnormally colored, or of otherwise poor quality will not be accepted for delivery. Such determination will be upon delivery at the sole discretion of the ODNR DOW Urbana Wildlife Propagation Unit.
6. Pheasant chicks may not be transported more than 200 miles on each delivery. Time in crates shall not exceed eight (8) hours. For a period of one (1) week following delivery, the contractor(s) shall be responsible for all mortality greater than 5%, if such mortality is the result of stress and/or disease caused by improper crating, handling or transportation.
7. All deliveries must comply with Ohio Department of Agriculture regulation; Ohio Administrative Code Chapter 901:1-17-12 (9) regulating Pullorum and fowl typhoid testing and with Ohio Administrative Code Chapter 901:-121-02 (12) regulating High Pathogenic Avian Influenza (HPAI). Serological tests must be completed at least 3 weeks prior to delivery to the ODNR Division of Wildlife.
8. Pheasant chicks shipped from a facility located in Ohio must originate from a National Poultry Improvement Plan (NPIP) flock and be accompanied by a completed APHIS VS form 9-2 upon delivery.
9. Pheasant chicks shipped from outside the State of Ohio must come directly from an NPIP flock accompanied by a completed APHIS VS form 9-2 and an interstate certificate of veterinarian inspection (ICVI) or an NPIP 9-3 form. The Contractor must hold an import permit from the Ohio Department of Agriculture.
10. In the event that more than 2% of chicks delivered by an individual contractor are determined to be females, at the discretion of the ODNR DOW Urbana Wildlife Propagation Unit, female chicks over 2% of those delivered by the contractor shall be replaced with males of comparable age at no cost to the ODNR DOW. Any replacement of female chicks as indicated above will be at the discretion of and coordinated by the ODNR DOW Urbana Wildlife Propagation Unit.

INSTRUCTIONS TO BIDDERS

1. Bidders must submit all bids in United States Dollars (\$USD)
2. Bid amounts shall contain no more than three (3) places to the right of the decimal point. DAS will disregard any numbers more than three places to the right of the decimal point.

BID PRICES

UNSPSC	Description	Unit of Measure	Estimated Annual Usage	Orders in Lots Of *	Bid Price Per UoM (\$USD)
10101600	Seven (7) Week Old Male Pheasant Chicks (<i>Phasianus Colchicus</i>)	Each	12,000	3000	

* Deliveries shall be in lots or increments of 1,500.

BIDDERS SHALL COMPLETE THE FOLLOWING

ITEMS IN THIS BID CONTAIN RECYCLED MATERIALS - Y/N: _____. IF SO _____. The foregoing will not be a part of the bid evaluation.

BIDDERS SHALL COMPLETE THE FOLLOWING

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.