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: OT904316 — OPENING DATE (1:00 p.m.): February 12, 2016	STREET ADDRESS — ☐ Check if remit address is different and list on separate sheet
	CITY — STATE — ZIP
General Services Division Office of Procurement Services 4200 Surface Road Columbus, OH 43228-1395 Attn: Bid Desk	COUNTY — MBE/EDGE CERTIFICATE NUMBER
	TELEPHONE NO. ( ) — TOLL FREE NO. 1 - ( )
	CONTACT PERSON — FAX NO. ( )
REQ./INDEX NO. DRC012 — BID NOTICE DATE 01/13/16	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

PARTICIPATING AGENCY(IES):

OHIO DEPARTMENT OF REHABILITATION AND CORRECTION, 770 WEST BROAD STREET, COLUMBUS, OH 43222

ADDENDUM FOR CHANGE
ADDENDUM NO.: 1
REVISION DATE: 01/27/16

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

DRUG TESTING CUPS AND ORAL FLUID TESTERS FOR THE OHIO DEPARTMENT OF REHABILITATION AND CORRECTION

Attached are pages 1, 5 and 6 to this Invitation to Bid. Remove the corresponding pages from the existing bid and replace with the attached.

As indicated herein this addendum is issued to extend the bid opening to February 12, 2016.

This addendum is also issued to change page 5, specifications, paragraph II, A, 1, e, to read:
The drug testing cup results will be available to read within five (5) minutes of collection, and also issued to change page 6, specifications, paragraph II, B, 1, e, to read:
Oral Fluid Tester results will be available to read within five (5) minutes of collection.

INVITATION TO BID

State of Ohio
Department of Administrative Services
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The Original Signed Bid must be submitted to the Office of Procurement Services to receive consideration for award.	BIDDER NAME
BID NUMBER: OT904316 / OPENING DATE (1:00 p.m.): *February 12, 2016	STREET ADDRESS ☐ **Check if remit address is different and list on separate sheet**
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	TELEPHONE NO. ( ) / TOLL FREE NO. 1 - ( )
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REQ./INDEX NO. DRC012 / BID NOTICE DATE 01/13/16	CONTRACTOR'S E-MAIL ADDRESS

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PARTICIPATING AGENCY(IES): OHIO DEPARTMENT OF REHABILITATION AND CORRECTION, 770 WEST BROAD STREET, COLUMBUS, OH 43222

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

DRUG TESTING CUPS AND ORAL FLUID TESTERS FOR THE OHIO DEPARTMENT OF REHABILITATION AND CORRECTION

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 03/01/16 or upon the date when DAS signs the Contract, whichever is later in time. The Contract will expire 02/28/18 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.

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, 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.

SPECIFICATIONS

I. SCOPE

The State of Ohio, Department of Administrative Services (DAS) on behalf of the Ohio Department of Rehabilitation and Correction (DRC) and a division of the DRC, the Ohio Adult Parole (APA), is soliciting bids for a Contractor to provide drug testing cups and oral fluid testers for delivery to DRC and APA facilities throughout Ohio. There are more than twenty (20) State facilities throughout Ohio that will order and receive these items.

The Contract period is for March 1, 2016 through February 28, 2018, unless renewed or terminated.

II. SPECIFICATIONS.

A. ITEM 1 – 8-PANEL DRUG TESTING CUP

1. The drug testing cups will meet the following specifications:

   a. The test strips must be single drug per test.

   b. The drug testing cup must be an all-inclusive cup and only require the amount of urine needed for the collection and accurate results. No other process or device can be required to perform the test.

   c. The drug testing cup will have easy readable window of test strips and results.

   d. The drug testing cup will have a temperature strip to ensure the sample is within normal temperature ranges.

   e. *The drug testing cup results will be available to read within five (5) minutes of collection.

   f. The drug test containers should not have a max fill-line on the containers.

   g. All products shipped must have a minimum twelve (12) month shelf-life after receipt by the State and each individual package must be dated.

   h. Drug test cups shall seal in such a way as to prevent any leakage during shipment to the testing facility.

   i. The following items are the drugs to be tested and each of their screening levels:

      AMP (Amphetamines)– 500ng/ml
      BUP (Buprenorphine) – 5ng/ml
      BZO (Benzodiazepines) – 300ng/ml
      COC (Cocaine) – 150ng/ml
      mAMP (Methamphetamine)– 1000ng/ml
      OXY (Oxycontin)– 100ng/ml
      OPI (Opiates)– 300ng/ml
      THC (Cannabis) – 15ng/ml

B ITEM 2 – 8-PANEL ORAL FLUID TESTERS

1. The oral fluid testers will meet the following specifications:

   a. The test strips must be single drug per test.

   b. The oral fluid tester must be an all-inclusive tester and only require the amount of oral fluid needed for the collection and accurate results. No other process or device can be required to perform the test.

   c. Oral Fluid Test containers must have a saturation indicator strip in the swab of each testing container.

   d. The oral fluid tester will have easy readable window of test strips and results.

   *The drug testing cup results will be available to read within five (5) minutes of collection.

SPECIFICATIONS, CONT'D.

e. *Oral Fluid Tester results will be available to read within five (5) minutes of collection.

f. All products shipped must have a minimum twelve (12) month shelf-life after receipt by the State and each individual package must be dated.

g. Oral Fluid Testers shall seal in such a way as to prevent any leakage during shipment to the testing facility

h. The following items are the drugs to be tested and each of their screening levels:

AMP (Amphetamines)– 500ng/ml
BUP (Buprenorphine) – 5ng/ml
BZO (Benzodiazepines) – 300ng/ml
COC (Cocaine) – 150ng/ml
mAMP (Methamphetamine)– 1000ng/ml
OXY (Oxycontin)– 100ng/ml
OPI (Opiates)– 300ng/ml
THC (Cannabis) – 15ng/ml

III. ORDERING REQUIREMENTS.

Purchase Orders from each facility will detail the quantities of each product ordered, when and where to ship. Minimum order is one (1) box.

IV. PACKAGING REQUIREMENTS.

1. The cups and testers will be individually packaged and sealed.
2. Both the drug testing cups and the oral fluid testers will be ordered in case lots of twenty-five (25).

V. SHIPMENT REQUIREMENTS.

Shipments will be made to the ordering facility. Shipping mode is at the discretion of the Contractor. However, deliveries are required to be received within thirty (30) days after receipt of order (ARO) and all shipments are FOB Destination. There are more than twenty (20) State facilities throughout Ohio that will order and receive these items.

VI. DELIVERY OF ITEMS

Delivery is required and accepted at the addresses shown on the ordering Individual Purchase Orders.

VII. TRAINING.

The Contractor shall provide training in the proper use of each product as needed via any media mutually agreed upon.

*Oral Fluid Tester results will be available to read within five (5) minutes of collection.