August 21, 2020

Invitation to Bid

PPE – Personal Protection Equipment (Additional Items) – Bid# 20-05

Sealed bids will be received by the Alabaster City Board of Education, 10111 Hwy 119 Alabaster, AL 35007 (Board) until 2:00 p.m. Wednesday, August 26, 2020, for PPE (Personal Protection Equipment). Bids will be opened at 2:00 p.m. on Wednesday, August 26, 2020, at 10111 Highway 119 Alabaster, AL 35007. Each bidder has the responsibility to make arrangements so that its sealed bid is actually received by the Board on or before 2:00 p.m. Wednesday, August 26, 2020.

The Board reserves the right to reject any or all bids, to waive any informalities in bids received, and to accept or reject any items of any bids.

Envelopes containing bids must be sealed and sent postpaid or hand delivered and marked on the lower left hand corner with name of bidder mark “PPE” as a sealed bid to be opened at date and time specified in the invitation.

Any exceptions to the Board’s Bid Specifications must be sent with the accompanying bid. The enclosed Bid Response Form should be included with your bid. All items must be delivered within 10 days of order. In compliance with the Invitation to Bid, and subject to all the conditions hereof, each bidder offers, and agrees, if its bid is accepted, to furnish the PPE at their quoted prices and in the timeframe specified and to otherwise comply with the Bid Specifications.

Any inquiries about the Bid Specifications that relate to the supply of the PPE or about the bid process should be made to Michele Glenn at michele.glenn@acsboe.org or 205/663-8451.

If awarded a contract to supply the PPE, the successful bidder must submit documentation to the Board confirming their compliance with E-Verify and other Immigration Law Requirements.
BID SPECIFICATIONS FOR PPE  
Alabaster City BOE Bid# 20-05

1. PPE Items to be included in Bid:
   a. Disposable Boot & Shoe Covers, Shoe Protectors, Durable Non-Slip – Case of 100
   b. Disposable Isolation Gown with Elastic Cuffs, Long Sleeve, Neck and Waist Ties, Non Sterile Examination Gown, Splash Resistant, Latex Free – Case of 50

2. Specified Brands
   The use of specific names and numbers of manufacturers in the above specifications is not intended to prohibit an interested vendor from offering to supply PPE made by other manufacturers that are of substantially similar quality, functionality and value. The Board’s specification of brand names in Section 1 is solely for the purpose of indicating the type, size and quality of products considered best adapted to the Board’s intended use.

3. Substitutes
   If a bidder proposes to supply PPE brands other than specified above in Section 1, it must supply the brand name and specifications of the substitute it proposes to supply.

4. Requirements to be ResponsibleBidder
   a. Bids will be considered only from manufacturers, authorized distributors, dealers or suppliers who are normally engaged in the manufacture, sale or distribution of PPE and the provision of the services requested herein

5. Payment
   The Board will remit payment for all PPE delivered and accepted by it within thirty days from date of receipt of invoice.

6. Bid Price All Inclusive
   The bid price to supply the PPE includes the vendor’s cost of shipping.

7. Bid Response Form/Alternate Bids
   Each bidder should complete and include the BID RESPONSE FORM with its bid.
<table>
<thead>
<tr>
<th>Item</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Disposable Boot and Shoe Covers – Case of 100</td>
<td>$_____</td>
</tr>
<tr>
<td>Disposable Isolation Gowns – Case of 50</td>
<td>$_____</td>
</tr>
</tbody>
</table>

Company Name of Bidder

Company Address of Bidder

Name of Authorized Representative

Company Phone Number

Signature of Authorized Representative

Date

Title of Authorized Representative

Authorized Representative Phone Number

In signing above, the above-noted representative of the Bidder also warrants, represents and agrees that each of the following is true and correct with respect to its firm's or organization’s bids on Alabaster City BOE Bid# 20-04: (a) it has not colluded with any other bidders; (b) it has not, directly or indirectly, induced any other bidder to submit a sham bid or to refrain from making a bid; (c) it has not paid or agreed to pay to any party, either directly or indirectly, any money or other thing of value for assistance or aid rendered to or to be rendered in attempting to procure the contract contemplated in this bid; (d) all the information contained in the response to the bid is true and correct; and (e) the Board may rely on information submitted in awarding the subject contract.