

PURCHASING DIVISION
CITY OF WORCESTER
MASSACHUSETTS 01608-1895
ROOM 201 – 455 MAIN STREET
PHONE (508) 799-1220

SEALED BID INVITATION
(Supplies, Material, Equipment, Services)

AN EQUAL OPPORTUNITY AFFIRMATIVE ACTION EMPLOYER

Bidders must state and identify the product offered, such as manufacturer's name, trade name, brand name and quality next to each item. ***WE MUST KNOW WHAT HAS BEEN OFFERED.*** By virtue of the offeror's signature below, proposer certifies that the product (s) or service (s) bid are in compliance with the City's terms, conditions and specifications in all aspects.

COMPLETE ORIGINAL COPY (including ALL pages) OF THIS BID MUST BE SUBMITTED IN A SEALED ENVELOPE:

DATE: APRIL 17, 2024

TIME: 10:00 A.M. LOCAL TIME

PLACE: Purchasing Division, Room 201, City Hall, Worcester, Massachusetts

MARK SEALED ENVELOPE **"Sealed Bid No. 8177-M4, Emergency Medical Response Equipment / DPH"**

The name and address of the bidder must appear in the upper left hand corner of the envelope. The City of Worcester is not responsible for bids not properly marked.

All bids received will be publicly opened and read in the Bid Room, City Hall at date and time shown above. **NO BID WILL BE ACCEPTED AFTER TIME AND DATE SPECIFIED**

BIDDER TO COMPLETE ITEMS BELOW

| Item No. | QTY | Description | Mfg. | Model | Unit Price | Total Price |
|----------|-----|---|------|-------|------------|---------------------------|
| | | Emergency Medical Response Equipment per Department of Public Health specifications. See attached specification & pricing sheet. | | | | See attached pricing page |
| | | Bidders should bid only items they can supply. Award to be made per line item. | | | | |
| | | Questions may be directed to Stephen McDonald, Assistant Purchasing Director via e-mail at mcdonalds@worcesterma.gov All items must be received by June 1, 2024 | | | | |

| | |
|---|----------------------------|
| ABOVE ARE FOR (DEPT.) <u>DPH</u> | BIDDER _____ |
| DELIVERY TO BE F.O.B. (LOCATION): <u>AS SPECIFIED IN ACCOMPANYING DOCUMENTATION</u> | ADDRESS _____ |
| DELIVERY IS REQUIRED BY: JUNE 1, 2024 | CITY/TOWN _____ |
| | STATE _____ ZIP _____ |
| BIDDER TO SPECIFY: | AUTHORIZED SIGNATURE _____ |
| DELIVER _____ DAYS FROM DATE OF ORDER _____ | TITLE _____ TEL.: _____ |
| PROMPT PAY DISCOUNT: _____ % 30 DAYS, NET 45 DAYS | DATE: _____ |
| | EMAIL: _____ |

CONDITIONS

- 1) Prompt pay discounts will be considered when determining the low bid except when discounts are for a period of less than 30 days. In this event discounts will not be taken into consideration when determining low bid.
- 2) Time, in connection with discount offered, will be computed from date of completion and/or delivery and acceptance at destination, or from date correct bill or voucher properly certified by the contractor is received if the latter date is later than the date of completion and acceptance and/or delivery and acceptance.
- 3) As the City of Worcester is exempt from the payment of Federal Excise Taxes, and Massachusetts Sales Tax, prices quoted herein are not to include these taxes.
- 4) **All prices are to be firm F.O.B. Delivered Destination, City of Worcester, Massachusetts, unless otherwise indicated by the City. Time reserved for award is ninety days.**
- 5) In case of error in the extension prices quoted herein, the unit price will govern.
- 6) It is understood and agreed that should any price reductions occur between the opening of this bid and completion of any delivery of any order, the benefit of all such reductions will be extended to the City.
- 7) The City of Worcester reserves the right to reject any and all bids, wholly or in part, and to make awards in a manner deemed in the best interest of the City.
- 8) Awards will be made to the bidder quoting the lowest net price in accordance with specifications.
- 9) The bidder to who a contract is awarded guarantees to the City of Worcester all equipment, materials and/or workmanship for a period of one (1) year after final inspection and acceptance and shall replace promptly any defective equipment, materials and/or workmanship required without additional cost to the City.
- 10) It is understood and agreed that in the event of failure on the part of the bidder to indicate date of delivery and/or completion, delivery and/or completion will be made within twelve (12) days from date of purchase.
- 11) The Bidder must certify that no official or employee of the City of Worcester, Massachusetts is pecuniarily interested in this quotation or in the contract which the bidder offers to execute or in expected profits to arise therefrom, unless there has been compliance with provisions of G.L. C.43 Sec. 27, and that this quotation is made in good faith without fraud or collusion or connection with any other person submitting a quotation.
- 12) This inquiry implies no obligation on the part of the buyer, City of Worcester, Massachusetts. Quotations will not be considered unless returned on this form. Your proposal should be forwarded to the office of the Purchasing Department, City of Worcester in a sealed envelope, plainly marked: "Quotation on (item requested)" - also, please show Bid Number.
- 13) It is understood and agreed that it shall be a material breach of any contract resulting from this bid for the Contractor to engage in any practice which shall violate any provisions of Massachusetts General Laws, Chapter 151B, relative to discrimination in hiring, discharge, compensation, or terms, conditions or privileges of employment because of race, color, religious creed, national origin, sex, age or ancestry.
- 14) Any prospective bidder requesting a change in or interpretation of existing specifications of terms and conditions must do so within five (5) days (Saturdays, Sundays and Holidays excluded) BEFORE scheduled bid opening date. All requests are to be in writing (e-mailed to mcdonalds@worcesterma.gov to the Purchasing Department. No changes will be considered or any interpretation issued unless request is in our hands within five (5) days (Saturdays, Sundays and Holidays excluded) BEFORE scheduled bid opening date.
- 15) Bids which are incomplete, not properly endorsed, or signed, or otherwise contrary to these instructions may be rejected as informal by the Purchasing Agent. **CONDITIONAL BIDS WILL NOT BE ACCEPTED.**

CERTIFICATE OF GOOD FAITH FORM AS REQUIRED BY M.G.L. c. 30B

UNDER MASSACHUSETTS GENERAL LAWS, CHAPTER 30B: SECTION 10, THE FOLLOWING CERTIFICATION MUST BE PROVIDED:

Section 10. A person submitting a bid or a proposal for the procurement or disposal of supplies, or services to any governmental body shall certify in writing, on the bid or proposal, as follows:

" The undersigned certifies under penalties of perjury that this bid or proposal has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club, or other organization, entity, or group of individuals."

(Please Print)

Name of Person Signing Bid

Signature of Person Signing Bid

Company

No award will be made without vendor certification of the above.

IMPORTANT NOTICE TO BIDDERS:

BIDDERS ARE ADVISED NOT TO TAKE ANY EXCEPTIONS TO THE CITY'S TERMS & CONDITIONS.

BIDS THAT INCLUDE COMPANY TERMS & CONDITIONS WHICH CONFLICT WITH THOSE OF THE CITY MAY BE REJECTED.

Questions pertaining to this bid must be submitted to Stephen R. McDonald via email at
MCDONALDS@WORCESTERMA.GOV

PRICING SHEET

| ITEM | ESTIMATED QUANTITY | DESCRIPTION | MANUFACTURER | MODEL NUMBER | UNIT PRICE | EXTENDED PRICE |
|---|--------------------|------------------------------------|--------------|--------------|------------|----------------|
| 1 | 190 | Bariatric Cots ¹ | | | \$ | \$ |
| 2 | 70 | Bariatric Wheelchairs ² | | | \$ | \$ |
| 3 | 75 | Transport Chairs ³ | | | \$ | \$ |
| 4 | 83 | Vasco Translators V4 ⁴ | | | \$ | \$ |
| <u>Shipping should be factored into price as per Section 5 below</u> | | | | | | |

SPECIFICATIONS

1) Bariatric Cots Specifications:

- a. SIZE: 82" L x 38" W x 21" H
- b. CAPACITY: 700 lbs.
- c. FEATURES:
 - i. Bifold aluminum cot with antimicrobial, soil-resistant mattress
 - ii. Able to be wiped clean and reused

2) Bariatric Wheelchair Specifications:

- a. SIZE: 24" W x 18" D
- b. CAPACITY: 500 lbs.
- c. FEATURES:
 - i. Removable desk length arms
 - ii. Swing away/elevating leg rests
 - iii. Vinyl upholstered seat and seat back

3) Transport Chair Specifications:

- a. SIZE: 19" W x 16" D
- b. CAPACITY: 300 lbs.
- c. FEATURES:
 - i. 8" wheels
 - ii. Durable, fixed arms
 - iii. Footrests that swing away
 - iv. Wheel brakes
 - v. Seatbelt
 - vi. Nylon or vinyl seat for easy cleaning/disinfecting
 - vii. Foldable for storage, no assembly required
 - viii. Unit should be moved by an aide, not the user

4) Vasco Translators V4 Specifications:

- a. These are currently utilized within the regional cache for emergency purposes, no substitutions will be considered.

5) Shipping Specifications:

- a. Items #1,2, and 3 will be shipped to various locations in the Worcester, MA region. See attached list.
- b. Item #4 will all be shipped to 25 Meade Street, Worcester, MA 01606
- c. All items must be received no later than June 1, 2024

SHIPPING LOCATIONS

| Community | Bariatric Cots | Bariatric Wheelchairs | Transport Chairs | Shipping Address |
|------------|-------------------|--------------------------|------------------|---|
| Athol | 0 | 1 | 0 | Athol Town Hall 584 Main Street Athol MA 01331 |
| Ayer | 8 | 2 | 2 | Town of Ayer Fire Department 1 West Main Street Ayer MA 01432 |
| Blackstone | 20 | 5 | 5 | Blackstone Valley Regional Recycling Center 14 Chestnut St. Blackstone, MA 01504 |
| Boylston | 2 | 1 | 4 | Board of Health Town Hall 221 Main St Boylston Ma 01505 |
| Brookfield | 2 | 2 | 2 | Brookfield Town Hall - Board of Health 6 Central St. Brookfield MA 01506 |
| Charlton | 0 | 1 | 2 | Charlton Board of Health 37 Main St. Charlton, MA 01507 |
| Clinton | 30 | 5 | 5 | Clinton Town Hall - BOH 242 Church St. Clinton, Mass 01510 |
| Hardwick | 20 | 5 | 5 | Old White School 179 Main St. Gilbertville, MA 01531 |
| Harvard | 0 | 1 | 0 | Board of Health Town of Harvard Hildreth House, 15 Elm Street Harvard MA 01451 |
| Hopedale | 2 | 2 | 0 | Hopedale Board of Health 78 Hopedale Street Hopedale Ma.01747 |
| Leominster | 0 | 0 | 4 | Leominster Emergency Management 37 Carter Street Leominster, MA 01453 |
| Medway | 15 | 1 | 1 | Town of Medway 155 Village Street Medway, MA 02053 |

SHIPPING LOCATIONS

| | | | | |
|---------------------|----|----|----|--|
| Millbury | 12 | 1 | 2 | Board of Health 127 Elm Street Millbury, MA 01527 |
| North Brookfield | 0 | 1 | 1 | Board of Health 215 North Main St. North Brookfield, MA 01535 |
| Northborough | 1 | 1 | 1 | Northborough Town Hall 63 Main Street Northborough, MA 01532 |
| Northbridge | 0 | 1 | 0 | Northbridge Fire Department 1681 Providence Road Northbridge, MA 01534 |
| Oakham | 2 | 2 | 2 | Oakham Town Hall 2 Coldbrook Rd Oakham, MA 01068 |
| Paxton | 0 | 2 | 1 | Paxton Public Safety 576 Pleasant Street Paxton, MA 01612 |
| Southbridge | 25 | 10 | 10 | 41 Elm Street Southbridge, MA 01550 |
| Sterling | 2 | 0 | 0 | Sterling Fire Station 5 Main Street Sterling, MA 01564 |
| Sutton | 2 | 2 | 4 | Sutton Town Hall 4 Uxbridge Rd Sutton, MA |
| Westborough | 3 | 3 | 3 | Town of Westborough Public Health 34 W. Main St Rm 210 Westborough, Ma. 01581 |
| Westminster | 0 | 1 | 0 | Board of Health, Town Hall 11 South Street Westminster, MA 01473 |
| Winchendon | 20 | 0 | 1 | Winchendon Town Hall 109 Front Street Winchendon, MA. 01475 |

*** All quantities are approximate, subject to availability of grant funding ***