

State of Nebraska - INVITATION TO BID CONTRACT

Return to:
State Purchasing Bureau
1526 K Street, Suite 130
Lincoln, Nebraska 68508

Telephone: 402-471-6500
Fax: 402-471-2089

Date	11/02/17	Page	1 of 1
Solicitation Number	5712 OF		
Opening Date and Time	11/29/17	2:00 pm	
Buyer	RENE BOTTS (AS)		

DESTINATION OF GOODS
NEBRASKA COMMISSION ON LAW ENFORCEMENT
301 CENTENNIAL MALL S FL 5
LINCOLN NE 68509

Per Nebraska's Transparency in Government Procurement Act, DAS is required to collect statistical information regarding the number of contracts awarded to Nebraska contractors. This information is for statistical purposes only and will not be considered for contract award purposes.

____ NEBRASKA CONTRACTOR AFFIDAVIT: Bidder hereby attests that bidder is a Nebraska Contractor. "Nebraska Contractor" shall mean any bidder who has maintained a bona fide place of business and at least one employee within this state for at least the six (6) months immediately preceding the posting date of this ITB.

____ I hereby certify that I am a Resident disabled veteran or business located in a designated enterprise zone in accordance with Neb. Rev. Stat. §73-107 and wish to have preference, if applicable, considered in the award of this contract.

Contract to supply and deliver SEXUAL ASSAULT EXAM KIT(S) to the State of Nebraska as per the attached specifications for a two (2) year period from date of award. The contract may be renewed for two (2) additional two (2) year periods when mutually agreeable to the vendor and the State of Nebraska.

(vc 10/27/17)

INVITATION

Line	Description	Quantity	Unit of Measure	Unit Price	Extended Price
1	SEXUAL ASSAULT EXAM KITS	6,000.0000	EA	\$ 13.26	\$ 79560.00

BIDDER MUST COMPLETE THE FOLLOWING

DISCOUNT PAYMENT TERMS: N/A % N/A DAYS

By signing this Invitation to Bid form, the bidder guarantees compliance with the provisions stated in this Invitation to Bid, agrees to the terms and conditions unless otherwise agreed to (see Section III) and certifies that bidder maintains a drug free work place environment. Vendor will furnish the items requested within 56 days after receipt of order. Failure to enter Delivery Date may cause quotation to be REJECTED.

*AFTER INITIAL ORDER

Sign _____
Here (Authorized Signature MANDATORY - MUST BE SIGNED IN INK)

Enter Contact Information Below

VENDOR# _____
VENDOR: Sirchie Acquisition Company, LLC
Address: 100 HUNTER PLACE
YOUNGSVILLE NC 27604

Contact DAN O'NEIL
Telephone 800-356-7311
Facsimile 800-899-8181
Email DANONEIL@SIRCHIE.COM

II. TERMS AND CONDITIONS

Bidders should complete Section II through VI as part of their bid. Bidder is expected to read the Terms and Conditions and must initial either accept, reject, or reject and provide alternative language for each clause. The Bidder should also provide an explanation of why the Bidder rejected the clause or rejected the clause and provided alternate language using 'Track Changes'. Upon request an electronic copy of the bid with 'Track Changes' must be submitted in an editable Word format. By signing the ITB Bidder is agreeing to be legally bound by all the accepted terms and conditions, and any proposed alternative terms and conditions submitted with the bid. The State reserves the right to negotiate rejected or proposed alternative language. If the State and Bidder fail to agree on the final Terms and Conditions, the State reserves the right to reject the bid. The State is soliciting bids in response to the ITB. The State reserves the right to reject bids that attempt to substitute the Bidder's commercial contracts and/or documents for this ITB.

The Bidder should submit with their bid any license, user agreement, service level agreement, or similar documents that the Bidder wants incorporated in the Contract. Upon notice of Intent to Award, the Bidder must submit a copy of these documents in an editable Word format. The State will not consider incorporation of any document not submitted with the Bidder's bid. These documents shall be subject to negotiation and will be incorporated as addendums if agreed to by the Parties.

If a conflict or ambiguity arises after the addendums have been negotiated and agreed to, the addendums shall be interpreted as follows:

1. If only one (1) Party's document has a particular clause then that clause shall control;
2. If both Party's documents have a similar clause, but the clauses do not conflict, the clauses shall be read together;
3. If both Party's documents have a similar clause, but the clauses conflict, the State's clause shall control.

A. GENERAL

Accept (Initial)	Reject (Initial)	Reject & Provide Alternative within ITB Response (Initial)	NOTES/COMMENTS:
DLB			

The contract resulting from this ITB shall incorporate the following documents:

1. Invitation to Bid and Addenda;
2. Amendments to the ITB;
3. Questions and Answers;
4. Contractor's bid (ITB);
5. Award;
6. The executed Contract and any Addenda; and,
7. Amendments to the Contract

These documents constitute the entirety of the contract.

Unless otherwise specifically stated in a future contract amendment, in case of any conflict between the incorporated documents, the documents shall govern in the following order of preference with number one (1) receiving preference over all other documents and with each lower numbered document having preference over any higher numbered document: 1) Amendment to the executed Contract with the most recent dated amendment having the highest priority, 2) executed Contract and any attached Addenda, 3) Amendments to ITB and any Questions and Answers, 4) the original ITB document and any Addenda, and 5) the Contractor's submitted Bid.

Any ambiguity or conflict in the contract discovered after its execution, not otherwise addressed herein, shall be resolved in accordance with the rules of contract interpretation as established in the State.

B. NOTIFICATION

Accept (Initial)	Reject (Initial)	Reject & Provide Alternative within ITB Response (Initial)	NOTES/COMMENTS:
DLB			

Communications regarding the executed contract shall be in writing and shall be deemed to have been given if delivered personally or mailed, by U.S. Mail, postage prepaid, return receipt requested, to the parties at their respective addresses, or at such other addresses as may be specified in writing by either of the parties. All notices, requests, or communications shall be deemed effective upon personal delivery or three (3) calendar days following deposit in the mail.

Either party may change its address for notification purposes by giving notice of the change, and setting forth the new address and an effective date.

C. GOVERNING LAW

Notwithstanding any other provision of this contract, or any amendment or addendum(s) entered into contemporaneously or at a later time, the parties understand and agree that, (1) the State of Nebraska is a sovereign state and its authority to contract is therefore subject to limitation by the State's Constitution, statutes, common law, and regulation; (2) this contract will be interpreted and enforced under the laws of the State of Nebraska; (3) any action to enforce the provisions of this agreement must be brought in the State of Nebraska per state law; (4) the person signing this contract on behalf of the State of Nebraska does not have the authority to waive the State's sovereign immunity, statutes, common law, or regulations; (5) the indemnity, limitation of liability, remedy, and other similar provisions of the final contract, if any, are entered into subject to the State's Constitution, statutes, common law, regulations, and sovereign immunity; and, (6) all terms and conditions of the final contract, including but not limited to the clauses concerning third-party use, licenses, warranties, limitations of liability, governing law and venue, usage verification, indemnity, liability, remedy or other similar provisions of the final contract are entered into specifically subject to the State's Constitution, statutes, common law, regulations, and sovereign immunity.

The Parties must comply with all applicable local, state and federal laws, ordinances, rules, orders, and regulations.

D. CHANGE ORDERS OR SUBSTITUTIONS

Accept (Initial)	Reject (Initial)	Reject & Provide Alternative within ITB Response (Initial)	NOTES/COMMENTS:
DRD			

The State and the Contractor, upon the written agreement, may make changes to the contract within the general scope of the ITB. Changes may involve specifications, the quantity of work, or such other items as the State may find necessary or desirable. Corrections of any deliverable, service, or work required pursuant to the contract shall not be deemed a change. The Contractor may not claim forfeiture of the contract by reasons of such changes.

The State or Contractor may prepare a written description of the work required due to the change and the Contractor shall prepare an Itemized cost sheet for the change. Changes in work and the amount of compensation to be paid to the Contractor shall be determined in accordance with applicable unit prices if any, a pro-rated value, or through negotiations. The State shall not incur a price increase for changes that should have been included in the Contractor's bid, were foreseeable, or result from difficulties with or failure of the Contractor's bid or performance.

No change shall be implemented by the Contractor until approved by the State, and the Contract is amended to reflect the change and associated costs, if any. If there is a dispute regarding the cost, but both parties agree that immediate implementation is necessary, the change may be implemented, and cost negotiations may continue with both Parties retaining all remedies under the contract and law.

Vendor will not substitute any item that has been awarded without prior written approval of SPB.

E. BREACH

Accept (Initial)	Reject (Initial)	Reject & Provide Alternative within ITB Response (Initial)	NOTES/COMMENTS:
DRD			

Either Party may terminate the contract, in whole or in part, if the other Party breaches its duty to perform its obligations under the contract in a timely and proper manner. Termination requires written notice of default and a thirty (30) calendar day (or longer at the non-breaching Party's discretion considering the gravity and nature of the default) cure period. Said notice shall be delivered by Certified Mail, Return Receipt Requested, or in person with proof of delivery. Allowing time to cure a failure or breach of contract does not waive the right to immediately terminate the contract for the same or different contract breach which may occur at a different time.

In case of breach by the Contractor, the State may, without unreasonable delay, make a good faith effort to make a reasonable purchase or contract to purchased goods in substitution of those due from the contractor. The State may recover from the Contractor as damages the difference between the costs of covering the breach. Notwithstanding any clause to the contrary, the State may also recover the contract price together with any incidental or consequential damages defined in UCC Section 2-715, but less expenses saved in consequence of Contractor's breach.

The State's failure to make payment shall not be a breach, and the Contractor shall retain all available statutory remedies. (See Indemnity - Self-Insurance and Payment)

F. NON-WAIVER OF BREACH

Accept (Initial)	Reject (Initial)	Reject & Provide Alternative within ITB Response (Initial)	NOTES/COMMENTS:
PRD			

The acceptance of late performance with or without objection or reservation by a Party shall not waive any rights of the Party nor constitute a waiver of the requirement of timely performance of any obligations remaining to be performed.

G. SEVERABILITY

Accept (Initial)	Reject (Initial)	Reject & Provide Alternative within ITB Response (Initial)	NOTES/COMMENTS:
DRD			

If any term or condition of the contract is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and conditions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the contract did not contain the provision held to be invalid or illegal.

H. INDEMNIFICATION

Accept (Initial)	Reject (Initial)	Reject & Provide Alternative within ITB Response (Initial)	NOTES/COMMENTS:
PRD			

1. GENERAL

The Contractor agrees to defend, indemnify, and hold harmless the State and its employees, volunteers, agents, and its elected and appointed officials ("the indemnified parties") from and against any and all claims, liens, demands, damages, liability, actions, causes of action, losses, judgments, costs, and expenses of every nature, including investigation costs and expenses, settlement costs, and attorney fees and expenses ("the claims"), sustained or asserted against the State for personal injury, death, or property loss or damage, arising out of, resulting from, or attributable to the willful misconduct, negligence, error, or omission of the Contractor, its employees, Subcontractors, consultants, representatives, and agents, resulting from this contract, except to

the extent such Contractor liability is attenuated by any action of the State which directly and proximately contributed to the claims.

2. SELF-INSURANCE (Statutory)

The State is self-insured for any loss and purchases excess insurance coverage pursuant to Neb. Rev. Stat. § 81-8,239.01 (Reissue 2008). If there is a presumed loss under the provisions of this agreement, Contractor may file a claim with the Office of Risk Management pursuant to Neb. Rev. Stat. §81-8,829 through 81-8,306 for review by the State Claims Board. The State retains all rights and immunities under the State Miscellaneous (Section 81-8,294), Tort (Section 81-8,209), and Contract Claim Acts (Section 81-8,302), as outlined in Neb. Rev. Stat. § 81-8,209 et seq. and under any other provisions of law and accepts liability under this agreement to the extent provided by law.

I. ATTORNEY'S FEES

Accept (Initial)	Reject (Initial)	Reject & Provide Alternative within ITB Response (Initial)	NOTES/COMMENTS:
pro			

In the event of any litigation, appeal, or other legal action to enforce any provision of the contract, the Parties agree to pay all expenses of such action, as permitted by law and if order by the court, including attorney's fees and costs, if the other party prevails.

J. ASSIGNMENT, SALE, OR MERGER

Accept (Initial)	Reject (Initial)	Reject & Provide Alternative within ITB Response (Initial)	NOTES/COMMENTS:
pro			

Either party may assign the contract upon mutual written agreement of the other party. Such agreement shall not be unreasonably withheld.

The Contractor retains the right to enter into a sale, merger, acquisition, internal reorganization, or similar transaction involving Contractor's business. Contractor agrees to cooperate with the State in executing amendments to the contract to allow for the transaction. If a third party or entity is involved in the transaction, the Contractor will remain responsible for performance of the contract until such time as the person or entity involved in the transaction agrees in writing to be contractually bound by this contract and perform all obligations of the contract.

K. CONTRACTING WITH OTHER POLITICAL SUB-DIVISIONS OF THE STATE OR ANOTHER STATE

Accept (Initial)	Reject (Initial)	Reject & Provide Alternative within ITB Response (Initial)	NOTES/COMMENTS:
pro			

The Contractor may, but shall not be required to, allow agencies, as defined in Neb. Rev. Stat. §81-145, to use this contract. The terms and conditions, including price, of the contract may not be amended. The State shall not be contractually obligated or liable for any contract entered into pursuant to this clause.

The Contractor may, but shall not be required to, allow other states, agencies or divisions of other states, or political subdivisions of other states to use this contract. The terms and conditions, including price, of this contract shall apply to any such contract, but may be amended upon mutual consent of the Parties. The State of Nebraska shall not be

contractually or otherwise obligated or liable under any contract entered into pursuant to this clause. The State shall be notified if a contract is executed based upon this contract.

L. FORCE MAJEURE

Accept (Initial)	Reject (Initial)	Reject & Provide Alternative within ITB Response (Initial)	NOTES/COMMENTS:
pro			

Neither party shall be liable for any costs or damages, or for default resulting from its inability to perform any of its obligations under the contract due to a natural or manmade event outside the control and not the fault of the affected party ("Force Majeure Event"). The Party so affected shall immediately make a written request for relief to the other party, and shall have the burden of proof to justify the request. The other Party may granted the relief requested; relief may not be unreasonably withheld. Labor disputes with the impacted party's own employees will not be considered a Force Majeure Event.

M. CONFIDENTIALITY

Accept (Initial)	Reject (Initial)	Reject & Provide Alternative within ITB Response (Initial)	NOTES/COMMENTS:
pro			

All materials and information provided by the Parties or acquired by a Party on behalf of the other Party shall be regarded as confidential information. All materials and information provided or acquired shall be handled in accordance with federal and state law, and ethical standards. Should said confidentiality be breached by a Party, the Party shall notify the other Party immediately of said breach and take immediate corrective action.

It is incumbent upon the Parties to inform their officers and employees of the penalties for improper disclosure imposed by the Privacy Act of 1974, 5 U.S.C. 552a. Specifically, 5 U.S.C. 552a (i)(1), which is made applicable by 5 U.S.C. 552a (m)(1), provides that any officer or employee, who by virtue of his/her employment or official position has possession of or access to agency records which contain individually identifiable information, the disclosure of which is prohibited by the Privacy Act or regulations established thereunder, and who knowing that disclosure of the specific material is prohibited, willfully discloses the material in any manner to any person or agency not entitled to receive it, shall be guilty of a misdemeanor and fined not more than \$5,000.

N. EARLY TERMINATION

Accept (Initial)	Reject (Initial)	Reject & Provide Alternative within ITB Response (Initial)	NOTES/COMMENTS:
pro			

The contract may be terminated as follows:

1. The State and the Contractor, by mutual written agreement, may terminate the contract at any time.
2. The State, at its sole discretion, may terminate the contract for any reason upon thirty (30) calendar day's written notice to the Contractor. Such termination shall not relieve the Contractor of warranty or other service obligations incurred under the terms of the contract. In the event of termination the Contractor shall be entitled to payment, determined on a pro rata basis, for products or services satisfactorily performed or provided.

3. The State may terminate the contract immediately for the following reasons:
- a. If directed to do so by statute;
 - b. Contractor has made an assignment for the benefit of creditors, has admitted in writing its inability to pay debts as they mature, or has ceased operating in the normal course of business;
 - c. a trustee or receiver of the Contractor or of any substantial part of the Contractor's assets has been appointed by a court;
 - d. fraud, misappropriation, embezzlement, malfeasance, misfeasance, or illegal conduct pertaining to performance under the contract by its Contractor, its employees, officers, directors, or shareholders;
 - e. an involuntary proceeding has been commenced by any party against the Contractor under any one of the chapters of Title 11 of the United States Code and (i) the proceeding has been pending for at least sixty (60) calendar days; or (ii) the Contractor has consented, either expressly or by operation of law, to the entry of an order for relief; or (iii) the Contractor has been decreed or adjudged a debtor;
 - f. a voluntary petition has been filed by the Contractor under any of the chapters of Title 11 of the United States Code;
 - g. Contractor intentionally discloses confidential information;
 - h. Contractor has or announces it will discontinue support of the deliverable; and,
 - i. In the event funding is no longer available.

O. CONTRACT CLOSEOUT

Accept (Initial)	Reject (Initial)	Reject & Provide Alternative within ITB Response (Initial)	NOTES/COMMENTS:
DRE			

Upon termination of the contract for any reason the Contractor shall within thirty (30) days, unless stated otherwise herein:

1. Transfer all completed or partially completed deliverables to the State;
2. Transfer ownership and title to all completed or partially completed deliverables to the State;
3. Return to the State all information and data, unless the Contractor is permitted to keep the information or data by contract or rule of law. Contractor may retain one copy of any information or data as required to comply with applicable work product documentation standards or as are automatically retained in the course of Contractor's routine back up procedures;
4. Cooperate with any successor contractor, person or entity in the assumption of any or all of the obligations of this contract;
5. Cooperate with any successor contractor, person or entity with the transfer of information or data related to this contract;
6. Return or vacate any state owned real or personal property;

Nothing in this Section should be construed to require the Contractor to surrender intellectual property, real or person property, or information or data owned by the Contractor for which the State has no legal claim.

III. CONTRACTOR DUTIES

A. INDEPENDENT CONTRACTOR / OBLIGATIONS

Accept (Initial)	Reject (Initial)	Reject & Provide Alternative within ITB Response (Initial)	NOTES/COMMENTS:
PRO			

It is agreed that the Contractor is an independent contractor and that nothing contained herein is intended or should be construed as creating or establishing a relationship of employment, agency, or a partnership.

The Contractor is solely responsible for fulfilling the contract. The Contractor or the Contractor's representative shall be the sole point of contact regarding all contractual matters.

The Contractor shall secure, at its own expense, all personnel required to perform the services under the contract. The personnel the Contractor uses to fulfill the contract shall have no contractual or other legal relationship with the State; they shall not be considered employees of the State and shall not be entitled to any compensation, rights or benefits from the State, including but not limited to, tenure rights, medical and hospital care, sick and vacation leave, severance pay, or retirement benefits.

By-name personnel commitments made in the Contractor's bid shall not be changed without the prior written approval of the State. Replacement of these personnel, if approved by the State, shall be with personnel of equal or greater ability and qualifications.

The Contractor warrants that all persons assigned to the project shall be employees of the Contractor or a Subcontractor, and shall be fully qualified to perform the work required herein. Personnel employed by the Contractor or a subcontractor to fulfill the terms of the contract shall remain under the sole direction and control of the Contractor or the subcontractor respectively.

With respect to its employees, the Contractor agrees to be solely responsible for the following:

1. Any and all pay, benefits, and employment taxes and/or other payroll withholding;
2. Any and all vehicles used by the Contractor's employees, including all insurance required by state law;
3. Damages incurred by Contractor's employees within the scope of their duties under the contract;
4. Maintaining Workers' Compensation and health insurance that complies with state and federal law and submitting any reports on such insurance to the extent required by governing law;
5. Determining the hours to be worked and the duties to be performed by the Contractor's employees; and,
6. All claims on behalf of any person arising out of employment or alleged employment (including without limit claims of discrimination alleged against the Contractor, its officers, agents, or subcontractors or subcontractor's employees).

If the Contractor intends to utilize any subcontractor, the Subcontractor's level of effort, tasks, and time allocation must be clearly defined in the Contractor's bid. The Contractor shall agree that it will not utilize any Subcontractors not specifically included in its bid in the performance of the contract without the prior written authorization of the State.

The State reserves the right to require the Contractor to reassign or remove from the project any Contractor or Subcontractor employee.

Contractor shall insure that the terms and conditions contained in any contract with a sub-contractor does not conflict with the terms and conditions of this contract.

The Contractor shall include a similar provision, for the protection of the State, in the contract with any Subcontractor engaged to perform work on this contract.

B. EMPLOYEE WORK ELIGIBILITY STATUS

The Contractor is required and hereby agrees to use a federal immigration verification system to determine the work eligibility status of employees physically performing work within the State. A federal immigration verification system means the electronic verification of the work authorization program authorized by the Illegal Immigration Reform and Immigrant Responsibility Act of 1996, 8 U.S.C. 1324a, known as the E-Verify Program, or an equivalent federal program designated by the United States Department of Homeland Security or other federal agency authorized to verify the work eligibility status of an employee.

If the Contractor is an individual or sole proprietorship, the following applies:

1. The Contractor must complete the United States Citizenship Attestation Form, available on the DAS website at <http://das.nebraska.gov/materiel/purchasing.html>

The completed United States Attestation Form should be submitted with the ITB response.

2. If the Contractor indicates on such attestation form that he or she is a qualified alien, the Contractor agrees to provide the U.S. Citizenship and Immigration Services documentation required to verify the Contractor's lawful presence in the United States using the Systematic Alien Verification for Entitlements (SAVE) Program.
3. The Contractor understands and agrees that lawful presence in the United States is required and the Contractor may be disqualified or the contract terminated if such lawful presence cannot be verified as required by Neb. Rev. Stat. § 4-108.

C. COMPLIANCE WITH CIVIL RIGHTS LAWS AND EQUAL OPPORTUNITY EMPLOYMENT / NONDISCRIMINATION (Statutory)

The Contractor shall comply with all applicable local, state, and federal statutes and regulations regarding civil rights laws and equal opportunity employment. The Nebraska Fair Employment Practice Act prohibits Contractors of the State, and their Subcontractors, from discriminating against any employee or applicant for employment, with respect to hire, tenure, terms, conditions, compensation, or privileges of employment because of race, color, religion, sex, disability, marital status, or national origin (Neb. Rev. Stat. §48-1101 through 48-1125). The Contractor guarantees compliance with the Nebraska Fair Employment Practice Act, and breach of this provision shall be regarded as a material breach of contract. The Contractor shall insert a similar provision in all Subcontracts for goods or services to be covered by any contract resulting from this ITB.

D. COOPERATION WITH OTHER CONTRACTORS

Accept (Initial)	Reject (Initial)	Reject & Provide Alternative within ITB Response (Initial)	NOTES/COMMENTS:
pro			

Contractor may be required to work with or in close proximity to other contractors or individuals that may be working on the same or different projects. The Contractor shall agree to cooperate with such other contractors or individuals, and shall not commit or permit any act which may interfere with the performance of work by any other contractor or individual. Contractor is not required to compromise Contractor's intellectual property or proprietary information unless expressly required to do so by this contract.

E. PERMITS, REGULATIONS, LAWS

Accept (Initial)	Reject (Initial)	Reject & Provide Alternative within ITB Response (Initial)	NOTES/COMMENTS:
pro			

The contract price shall include the cost of all royalties, licenses, permits, and approvals, whether arising from patents, trademarks, copyrights or otherwise, that are in any way involved in the contract. The Contractor shall obtain and pay for all royalties, licenses, and permits, and approvals necessary for the performance of the contract. The Contractor must guarantee that it has the full legal right to the materials, supplies, equipment, software, and other items used to execute this contract.

F. OWNERSHIP OF INFORMATION AND DATA / DELIVERABLES

Accept (Initial)	Reject (Initial)	Reject & Provide Alternative within ITB Response (Initial)	NOTES/COMMENTS:
pro			

The State shall have the unlimited right to publish, duplicate, use, and disclose all information and data developed or obtained by the Contractor on behalf of the State pursuant to this contract.

The State shall own and hold exclusive title to any deliverable developed as a result of this contract. Contractor shall have no ownership interest or title, and shall not patent, license, or copyright, duplicate, transfer, sell, or exchange, the design, specifications, concept, or deliverable.

G. NOTICE OF POTENTIAL CONTRACTOR BREACH

Accept (Initial)	Reject (Initial)	Reject & Provide Alternative within ITB Response (Initial)	NOTES/COMMENTS:
pro			

If Contractor breaches the contract or anticipates breaching the contract the Contractor shall immediately give written notice to the State. The notice shall explain the breach or potential breach, and may include a request for a waiver of the breach if so desired. The State may, at its discretion, temporarily or permanently waive the breach. By granting a temporary waiver, the State does not forfeit any rights or remedies to which the State is entitled by law or equity, or pursuant to the provisions of the contract. Failure to give immediate notice, however, may be grounds for denial of any request for a waiver of a breach.

H. ANTITRUST

Accept (Initial)	Reject (Initial)	Reject & Provide Alternative within ITB Response (Initial)	NOTES/COMMENTS:
pro			

The Contractor hereby assigns to the State any and all claims for overcharges as to goods and/or services provided in connection with this contract resulting from antitrust violations which arise under antitrust laws of the United States and the antitrust laws of the State.

I. **CONFLICT OF INTEREST**

Accept (Initial)	Reject (Initial)	Reject & Provide Alternative within ITB Response (Initial)	NOTES/COMMENTS:
DRO			

By submitting a bid, Contractor certifies that there does not now exist a relationship between the Contractor and any person or entity which is or gives the appearance of a conflict of interest related to this ITB or project.

The Contractor certifies that it shall not take any action or acquire any interest, either directly or indirectly, which will conflict in any manner or degree with the delivery of its goods hereunder or which creates an actual or an appearance of conflict of interest.

The Contractor certifies that it will not employ any individual known by Contractor to have a conflict of interest.

The Parties shall not knowingly, for a period of two years after execution of the contract, recruit or employ any employee or agent of the other Party who has worked on the ITB or project, or who had any influence on decisions affecting the ITB or project.

J. **ADVERTISING**

Accept (Initial)	Reject (Initial)	Reject & Provide Alternative within ITB Response (Initial)	NOTES/COMMENTS:
DRO			

The Contractor agrees not to refer to the contract award in advertising in such a manner as to state or imply that the company or its goods are endorsed or preferred by the State. Any publicity releases pertaining to the project shall not be issued without prior written approval from the State.

K. **DISASTER RECOVERY/BACK UP PLAN**

Accept (Initial)	Reject (Initial)	Reject & Provide Alternative within ITB Response (Initial)	NOTES/COMMENTS:
DRO			

The Contractor shall have a disaster recovery and back-up plan, of which a copy should be provided upon request to the State, which includes, but is not limited to equipment, personnel, facilities, and transportation, in order to continue delivery of goods as specified under the specifications in the contract in the event of a disaster.

L. DRUG POLICY

Accept (Initial)	Reject (Initial)	Reject & Provide Alternative within ITB Response (Initial)	NOTES/COMMENTS:
no			

Contractor certifies it maintains a drug free work place environment to ensure worker safety and workplace integrity.
Contractor agrees to provide a copy of its drug free workplace policy at any time upon request by the State.

IV. PAYMENT

A. PROHIBITION AGAINST ADVANCE PAYMENT

Accept (Initial)	Reject (Initial)	Reject & Provide Alternative within ITB Response (Initial)	NOTES/COMMENTS:
DRL			

Payments shall not be made until contractual deliverable(s) are received and accepted by the State.

B. TAXES

Accept (Initial)	Reject (Initial)	Reject & Provide Alternative within ITB Response (Initial)	NOTES/COMMENTS:
DRL			

The State is not required to pay taxes and assumes no such liability as a result of this solicitation. The Contractor may request a copy of the Nebraska Department of Revenue, Nebraska Resale or Exempt Sale Certificate for Sales Tax Exemption, Form 13 for their records. Any property tax payable on the Contractor's equipment which may be installed in a state-owned facility is the responsibility of the Contractor.

C. INVOICES

Accept (Initial)	Reject (Initial)	Reject & Provide Alternative within ITB Response (Initial)	NOTES/COMMENTS:
DRL			

Invoices for payments must be submitted by the Contractor to the agency requesting the services with sufficient detail to support payment. Invoices should be submitted to the Nebraska Commission on Law Enforcement and Criminal Justice; ATTN: SAPP, PO Box 94946, Lincoln, NE 68509-4946. Invoices should be submitted on a monthly basis for orders fulfilled in the previous month. The terms and conditions included in the Contractor's invoice shall be deemed to be solely for the convenience of the parties. No terms or conditions of any such invoice shall be binding upon the State, and no action by the State, including without limitation the payment of any such invoice in whole or in part, shall be construed as binding or estopping the State with respect to any such term or condition, unless the invoice term or condition has been previously agreed to by the State as an amendment to the contract.

D. INSPECTION AND APPROVAL

Accept (Initial)	Reject (Initial)	Reject & Provide Alternative within ITB Response (Initial)	NOTES/COMMENTS:
DRL			

Final inspection and approval of all work required under the contract shall be performed by the designated State officials.

VI. INVITATION TO BID - TECHNICAL SPECIFICATIONS

A. BIDDER INSTRUCTIONS

Bidder must respond to each of the following statements. Specifications listed are minimum conditions that must be met in order for a Bidder to qualify for the award.

"YES" response means the Bidder guarantees they can meet this condition.

"NO" response means the Bidder cannot meet this condition and will not be considered.

"NO & PROVIDE ALTERNATIVE" responses should be used only with a narrative response in the NOTES/COMMENTS section explaining in detail any deviation from the Bidder's ability to meet the condition, and an explanation of how this would be determined to be an acceptable alternative to meeting the condition. Alternatives must be detailed in such a way that allows such deviations to be fully evaluated. The State shall determine at its sole discretion whether or not the Bidder's alternative is an acceptable alternative.

B. NON-COMPLIANCE STATEMENT

YES	NO	NO & PROVIDE ALTERNATIVE	
✓			<p>1. Read these specifications carefully. Any and all exceptions to these specifications must be written on or attached to quotation request. Any noncompliance may void your quotation. Non-compliance to any single specification can void your quotation.</p>
✓			<p>2. It is the responsibility of Bidders to obtain information and clarifications as provided below. The State is not responsible for any erroneous or incomplete understandings or wrongful interpretations of this ITB by any Bidder.</p>
✓			<p>3. No interpretation related to the meaning of bid specifications or other pre-bid documents will be made orally to any Bidder by the State. Any ITB interpretation must be put in writing and faxed by the Bidder to: the State Purchasing Bureau, Fax (402) 471-2089 or e-mailed to AS Materiel Purchasing as.materielpurchasing@nebraska.gov by the last day to submit written questions that is specified in the Schedule of Events. (Inquiries received after the last day to submit written questions may not be addressed).</p>
<p>NOTES/COMMENTS:</p>			

C. SEXUAL ASSAULT EXAM KIT ASSEMBLY

YES	NO	NO & PROVIDE ALTERNATIVE	
✓			<p>1. Boxes and kit contents are all handled and assembled in a Clean Room. Clean room requirements according to FDA sterility requirements.</p> <p><i>Guidance for Industry, Sterile Drug Products, Produced by Aseptic Processing – Current Good Manufacturing Practice, September 2004, U.S. Department of Health and Human Services, Food and Drug Administration, Center for Drug Evaluation and Research (CDER), Center for Biologics Evaluation and Research (CBER), Office of Regulatory Affairs (ORA)</i></p>
✓			<p>2. Kit contents labeled according to Attachment One for sample production prior to Award.</p>
✓			<p>3. Awarded contractor will be supplied kit label verbiage file after award is made.</p>
NOTES/COMMENTS:			

D. SEXUAL ASSAULT EXAM KIT BOX

YES	NO	NO & PROVIDE ALTERNATIVE	
✓			<p>1. White shoebox style box with full sized telescoping lid; acid-free cardboard construction, dimensions 11 ¼" L x 8 ¾" W x 2 ½" H.</p>
✓			<p>2. Box arrives "Clean Room" assembled with kit contents enclosed.</p>
✓			<p>3. Box lid shall arrive affixed to the bottom with integrity seals on both short box ends.</p>
✓			<p>4. Box lid is printed directly on exterior with sequential number, printing is in black ink</p> <p>Starting number will be provided to awarded vendor.</p>
✓			<p>5. Re-order information including kit identification number or code shall be attached to exterior on one side of the box</p>
✓			<p>6. 10" x 7" White Envelope affixed to bottom of box.</p>
NOTES/COMMENTS			

E. GENERAL SEXUAL ASSAULT EXAM KIT CONTENT REQUIREMENTS

YES	NO	NO & PROVIDE ALTERNATIVE	
✓			1. All paper bags and envelopes inside the kit are white.
✓			2. Cotton swabs shall be plastic stemmed. Wooden stemmed swabs will not be accepted.
✓			3. Cotton swabs throughout the kit are all a single sterile package of two (2) swabs.
	✓	C. "STERILE" was REMOVED PER addendum - All ELSE AS PER SPEC. x	4. Swab boxes shall be: a. White b. Sized to fit 6" swabs easily c. Sterile d. Equipped with a Pre-cut drying hole
✓			5. All labels referenced throughout these specifications are to be manufactured and printed in black ink. Hand-written labels will not be accepted.
✓			6. Some kit components will require pre-printed adhesive labels; other kit components will require information printed directly on the envelope or swab sized box. Please read the kit contents specifications closely. Paper envelopes may be printed or have affixed printed labels.
✓			7. Acceptable fonts include Calibri, Arial, and Times New Roman. Attachment One shows label sizes, font sizes, bolding and verbiage spacing.
<p>NOTES/COMMENTS: #6 - WE WILL PROVIDE PRE PRINTED ENVELOPES. #4 - WILL BE AS SPEC WITH THE EXCEPTION OF THE BOX BEING STERILE</p>			

F. SEXUAL ASSAULT EXAM KIT CONTENTS

YES	NO	NO & PROVIDE ALTERNATIVE	
✓			1. Two (2) red police evidence labels to seal the box upon use. See Attachment Two for image of police evidence label.
✓			2. FDA Insert regarding FDA compliance and expiration information. See Attachment Two for image of FDA insert.
✓			3. One (1) biohazard label to place on outside of box once kit is complete. See Attachment Two for image of biohazard label.

	✓	C. "STERILE" Drape was Removed See Addendum a white 40x40 DRAPE will be provided	<p>4. Foreign Material Sheet Bag, labeled "STEP 1: FOREIGN MATERIAL SHEET"</p> <ul style="list-style-type: none"> a. White paper bag measures 10" x 2" x 15" b. Printed adhesive label affixed to the bag. c. Bag will contain one (1) 40" x 48" <u>sterile</u> white paper drape. <p>NOTE: A plastic/poly drape will not be accepted.</p>
✓			<p>5. Paper Bags for outer clothing labeled "STEP 2: CLOTHING i.e. SHIRT, PANTS, BRA ETC. NON-UNDERWEAR (MINIMUM 3 BAGS)"</p> <ul style="list-style-type: none"> a. Three (3) paper bags b. Bags measure 10" x 2" x 15" c. Printed adhesive labels affixed to each bag
✓			<p>6. Paper Bags for Underwear Bags labeled "STEP 3: UNDERWEAR (2 BAGS)"</p> <ul style="list-style-type: none"> a. Two (2) paper bags b. Bags measure 5.8" x 3 3/4" x 11 1/2" c. Printed adhesive labels are affixed to each bag
✓			<p>7. Paper envelope labeled "STEP 4: ORAL EVIDENCE SWABS"</p> <ul style="list-style-type: none"> a. Envelope measures 5 1/2" x 7 1/2" b. Label printed directly on envelope c. Envelope contains one (1) package of cotton-tipped swabs d. Envelope contains one (1) cardboard swab sized box <ul style="list-style-type: none"> i. Swab sized box is directly printed with "Oral Evidence Swabs"
✓			<p>8. Paper Envelope labeled "STEP 5: ADDITIONAL EVIDENCE OR MISCELLANEOUS SWABS"</p> <ul style="list-style-type: none"> a. Envelope measures 5 1/2" x 7 1/2" b. Label printed directly on envelope c. Envelope contains: two (2) packages of cotton-tipped swabs d. Envelope contains two (2) plain swab sized boxes <ul style="list-style-type: none"> i. Swab sized boxes are unlabeled
✓			<p>9. Paper Envelope labeled "STEP 6: ALTERNATIVE LIGHT SOURCE SWABS"</p> <ul style="list-style-type: none"> a. Envelope measures 5 1/2" x 7 1/2" b. Label printed directly on envelope c. Envelope contains one (1) package of cotton-tipped swabs d. Envelope contains one (1) unlabeled swab sized box
✓			<p>10. Paper Envelope labeled "STEP 7: FINGERNAIL SWABS"</p> <ul style="list-style-type: none"> a. Envelope measures 5 1/2" x 7 1/2" b. Label is directly printed on envelope c. Envelope contains two (2) packages of cotton tipped swabs d. Envelope contains two (2) swab sized boxes <ul style="list-style-type: none"> i. One (1) swab sized box is directly printed with "Right Hand Swabs" ii. One (1) swab sized box is directly printed with "Left Hand Swabs"
✓			<p>11. Paper Envelope labeled "STEP 8: MONS PUBIS SWAB/COMBINGS"</p> <ul style="list-style-type: none"> a. Envelope measures 5 1/2" x 7 1/2" b. Label is directly printed on envelope c. Envelope contains one (1) plastic comb d. Envelope contains one (1) paper bindle <ul style="list-style-type: none"> i. Bindle shall be of sufficient size to fully wrap plastic comb e. Envelope contains one (1) package of cotton-tipped swabs f. Envelope contains one (1) swab sized box

			i. swab sized box is directly printed with "Mons Pubis Swab"
✓			12. Paper Envelope labeled " STEP 9: EXTERNAL GENITAL SWABS MALE OR FEMALE " a. Envelope measures 5 ½" x 7 ½" b. Label is directly printed on envelope c. Envelope contains one (1) package of cotton-tipped swabs d. Envelope contains one (1) swab sized box i. Swab sized box is directly printed with "External Genitalia Swab"
✓			13. Paper Envelope labeled " STEP 10: ANAL / RECTAL SWABS " a. Envelope measures 5 ½" x 7 ½" b. Label is directly printed on envelope c. Envelope contains one (1) package of cotton-tipped swabs d. Envelope contains one (1) swab sized box i. Swab sized box is directly printed with "Anal/ Rectal Swabs"
✓			14. Paper Envelope labeled " STEP 11: VAGINAL/ CERVICAL SWABS " a. Envelope measures 5 ½" x 7 ½" b. Label is directly printed on envelope c. Envelope contains two (2) packages of cotton- tipped swabs d. Envelope contains two (2) swab sized boxes i. One (1) swab sized box is directly printed with "1 st Set Vaginal" ii. One (1) swab sized box is directly printed with "2 nd Set Cervical"
✓			15. Paper envelope labeled " STEP 12: PATIENT'S REFERENCE DNA SWAB - ORAL " a. Envelope Measures 5 ½" x 7 ½" b. Label is directly printed on envelope c. Envelope contains one (1) package of cotton tipped swabs d. Envelope contains one (1) swab sized box e. Swab sized box is directly printed with "DNA Buccal Collection Swabs"
NOTES/COMMENTS:			

G. ANNUAL USAGE, ESTIMATED

YES	NO	NO & PROVIDE ALTERNATIVE	
✓			1. Annual usage figures provided are estimates and are not to be construed as either a minimum or maximum purchase quantity. The orders shall be for the actual quantities of each item ordered by or for any agency during the life of the contract. Vendor shall not impose further minimum order requirements.
✓			2. Annual estimated usage is 3,000.
✓			3. Minimum order shall be six (6) kits.

NOTES/COMMENTS:

H. DELIVERY ARO

YES	NO	NO & PROVIDE ALTERNATIVE	
✓			1. A successful Bidder will maintain approximately two hundred (200) kits in inventory to process and deliver within seven (7) calendar days ARO.
✓			2. State needed production lead time to produce initial quantity here: <u>8 WEEKS INITIAL STOCKING ORDER -</u> <u>7 DAYS ARO THEREAFTER</u>
✓			3. State calendar day(s) for kit delivery ARO after initial production period: <u>7</u>
✓			4. There will be a minimum order number of 6 kits per shipment.
✓			5. Deliveries must be clearly marked with Invoice Number.
✓			6. If delays in delivery are anticipated, the Contractor will immediately notify the ordering entity and State Forensic Nursing Coordinator of the expected delivery date.

NOTES/COMMENTS:

I. DELIVER LOCATIONS/INSTRUCTIONS (BIDDER IS CERTIFYING THAT THEY CAN MEET THE DELIVER LOCATIONS/INSTRUCTIONS)

YES	NO	NO & PROVIDE ALTERNATIVE	
✓			1. Any hospital, child advocacy center or law enforcement entity serving Nebraska's citizens shall be placing orders for Sexual Assault Kits.
✓			2. Any other entity other than hospital, child advocacy center or law enforcement entity shall be verified with State Forensic Nursing Coordinator prior to order fulfillment.

NOTES/COMMENTS:

J. PACKAGING

YES	NO	NO & PROVIDE ALTERNATIVE	
✓			1. Cartons are to be clearly marked with size, weight, color, quantity, and the Invoice Number. Cartons must be of suitable size and of sufficient strength to protect the contents during shipping, handling and storage.
NOTES/COMMENTS:			

K. ORDER PROCEDURES

YES	NO	NO & PROVIDE ALTERNATIVE	
✓			1. Orders will be placed either by, phone, fax, e-mail or Internet (if available and not to the exclusion of the other methods). All orders must reference an Invoice Number.
✓			2. Bidders please provide customer service representation information below for order placement and servicing of this account: SUE Jennings 100 Hunter Place Youngsville NC 27525 PH 800-356-7311 X654 FX 800-899-8181 SJENNINGS@SIRCHIE.COM
✓			3. Invoicing information see: Section IV. "PAYMENT", Clause C. "INVOICES".
NOTES/COMMENTS:			

L. QUALITY

YES	NO	NO & PROVIDE ALTERNATIVE	
✓			1. Product quality must meet specifications and be consistent for the term of the contract. A guarantee of satisfactory performance by the supplier and meeting delivery dates are considered to be an integral part of the purchase contract resulting from this bid invitation. All materials must be of first quality, produced by the manufacturer and be of standard design, complete as requested. Products are to be fully guaranteed and may be returned for full credit or replacement (at the State's option) for any reason with no additional charges for shipping or restocking.
NOTES/COMMENTS:			

M. PRICES

YES	NO	NO & PROVIDE ALTERNATIVE	
✓			<p>1. Price quoted shall be unit price and shall be firm for initial one (1) year from date of an award and are to be net; including transportation and delivery charges fully prepaid by the Bidder F.O.B. Destination as specified. No additional charges will be allowed for packing, handling, fuel surcharge, or partial delivery costs. Any request for an increase must be submitted in writing to the SPB a minimum of thirty (30) days prior to proposed effective date of increase, and must show cause and be accompanied by supporting documentation (such as notification letter from manufacturer). Further documentation may be required by the State, to authenticate the increase (such as manufacturer invoices). Failure to supply any requested supporting documentation may be grounds to cancel the contract. In no instance may a price increase be billed to the State until the contract is amended. The State further reserves the right to reject any proposed price increase(s), cancel the contract and re-bid if determined to be in the best interest of the State. The State will be given full proportionate benefit of any decrease for the term of the contract. Contract supplier or suppliers may honor pricing and extend the contract to political subdivisions, cities, and counties.</p>
<p>NOTES/COMMENTS:</p>			

N. SAMPLES

YES	NO	NO & PROVIDE ALTERNATIVE	
✓			<p>1. Samples of materials bid may be required prior to an award, or at any time during the term of the contract. Samples are to be provided within fifteen (15) business days of a written request. Failure to provide samples or samples not meeting the specifications may void the bid or constitute a breach of the contract resulting from this bid invitation.</p>
✓			<p>2. Upon a written request from the State of Nebraska Purchasing Bureau, sample(s) shall be shipped to:</p> <p style="margin-left: 40px;">Attn: René A. Botts State Purchasing Bureau 1526 K Street, Suite 130 Lincoln, NE 68508 402-471-6500</p> <p>Receiving hours are between 9:00 A.M. and 4:00 P.M., Monday through Friday (excluding State holidays and / or as otherwise directed).</p>
<p>NOTES/COMMENTS:</p>			

O. **PERFORMANCE TESTING**

YES	NO	NO & PROVIDE ALTERNATIVE	
✓			<p>1. Samples of the Sexual Assault Kit, in accordance with the specifications utilizing materials and features as bid, may be required prior to award. Samples of Sexual Assault Kit shall be provided at no cost to the State and will not be returned to the Bidder upon completion of testing conducted by the (using/testing agency). Bidder shall have fifteen (15) business days to provide sample(s) upon the State's written request. Sample Sexual Assault Kit is to be of material and construction as bid. Failure to supply samples and/or sample(s) that do not meet specifications and/or fail any of the protocols/tests as outlined below, may be grounds to reject the bid. Bids may be rejected based on the quality of samples provided. Upon a written request from the State of Nebraska Purchasing Bureau, sample(s) shall be shipped to:</p> <p style="margin-left: 40px;">Attn: René A. Botts State Purchasing Bureau 1526 K Street, Suite 130 Lincoln, NE 68508 402-471-6500</p> <p>2. Receiving hours are between 9:00 A.M. and 4:00 P.M., Monday through Friday (excluding State holidays and / or as otherwise directed).</p>
✓			<p>3. Sample Sexual Assault Kits will be reviewed by the State of Nebraska for conformance to the specifications in this Invitation to Bid.</p>
<p>NOTES/COMMENTS:</p>			

P. **SUBSTITUTIONS**

YES	NO	NO & PROVIDE ALTERNATIVE	
✓			<p>1. Vendor will not substitute any item that has been awarded without prior written approval of SPB.</p>
<p>NOTES/COMMENTS:</p>			

Q. SECRETARY OF STATE REGISTRATION REQUIREMENTS

CHOOSE "YES" TO BEST ANSWER ONLY, CHOOSE "NO" FOR REMAINING LINES

YES	NO	*Prior to contract award and/or upon request of SPB, potential award recipient(s) will be asked to certify compliance with Nebraska Secretary of State Registration by providing a true and exact copy of current (dated within 90 days) valid Certificate of Good Standing or Letter of Good Standing.
	✓	<p>1. Bidder is a SOLE PROPRIETORSHIP (in which case, no Letter of Good Standing/Certificate of Good Standing is required)</p> <p>If the Bidder is an Individual or Sole Proprietorship, the following applies:</p> <p>a. The Bidder must complete the United States Citizenship Attestation Form, available on the Department of Administrative Services website at http://das.nebraska.gov/materiel/purchasing.html</p> <p>The completed United States Attestation Form should be submitted with the Invitation to Bid response.</p> <p>b. If the Bidder indicates on such attestation form that he or she is a qualified alien, the Contractor agrees to provide the U.S. Citizenship and Immigration Services documentation required to verify the Contractor's lawful presence in the United States using the Systematic Alien Verification for Entitlements (SAVE) Program.</p> <p>c. The Bidder understands and agrees that lawful presence in the United States is required and the Contractor may be disqualified or the contract terminated if such lawful presence cannot be verified as required by Neb. Rev. Stat. § 4-108.</p>
	✓	<p>2. Bidder is a GENERAL PARTNERSHIP (in which case, no Letter of Good Standing/Certificate of Good Standing is required).</p>
	✓	<p>3. Bidder is a FOREIGN or DOMESTIC CORPORATION or BUSINESS and a copy of current Letter of Good Standing/Certificate of Good Standing from the Nebraska Secretary of State is provided within bid submission documents.</p>
✓		<p>4. Bidder is a FOREIGN or DOMESTIC CORPORATION or BUSINESS and a copy of current Letter of Good Standing/Certificate of Good Standing from the Nebraska Secretary of State will be provided in a timely manner upon request prior to award.</p>

Form A
Bidder Contact Sheet
Invitation To Bid Number 5712 OF

Form A should be completed and submitted with each response to this ITB. This is intended to provide the State with information on the Bidder's name and address, and the specific person(s) who are responsible for preparation of the Bidder's response.

Preparation of ITB Contact Information	
Bidder Name:	Sirchie Acquisition Company, LLC
Bidder Address:	100 HUNTER PLACE YOUNGSVILLE NC 27596
Contact Person & Title:	DAN O'NEIL BID SPECIALIST
E-mail Address:	DANOONEIL@SIRCHIE.COM
Telephone Number (Office):	800-356-7311
Telephone Number (Cellular):	
Fax Number:	800-899-8181

Each Bidder shall also designate a specific contact person who will be responsible for responding to the State if any clarifications of the Bidder's response should become necessary.

Communication with the State Contact Information	
Bidder Name:	Sirchie Acquisition Company, LLC
Bidder Address:	100 HUNTER PLACE YOUNGSVILLE NC 27596
Contact Person & Title:	SUE JENNINGS - EKD MANAGER
E-mail Address:	SJENNINGS@SIRCHIE.COM
Telephone Number (Office):	800-356-7311
Telephone Number (Cellular):	
Fax Number:	800-899-8181

ADDENDUM ONE QUESTIONS and ANSWERS

Date: November 16, 2017

To: All Bidders

From: Rene Botts, Buyer
AS Materiel State Purchasing Bureau

RE: Addendum for Invitation to Bid Number 5712 OF Sexual Assault Exam Kit(s)
to be opened November 29, 2017 at 2:00 p.m. Central Time

Questions and Answers

Following are the questions submitted and answers provided for the above mentioned Invitation to Bid. The questions and answers are to be considered as part of the Invitation to Bid. It is the Bidder's responsibility to check the State Purchasing Bureau website for all addenda or amendments.

<u>Question Number</u>	<u>ITB Section Reference</u>	<u>ITB Page Number</u>	<u>Question</u>	<u>State Response</u>
1.	VI. E.4.C- Swab Boxes	29	Swab boxes in evidence collection kits are not sterile. I'm not sure if these are available. We are trying to source. Please confirm if swab "boxes" are to be sterile.	Section VI.E.4. is revised as follows: 4. Swab boxes shall be: a. White b. Sized to fit 6" swabs easily c. Sterile d. Equipped with a Pre-cut drying hole
2.	VI. F. 4.C- Foreign Material Sheet	30	White paper drape in evidence collection kits typically are not sterile. Please confirm if sterile drapes are required.	Section VI.F.4 is revised as follows: 4. Foreign Material Sheet Bag, labeled " STEP 1: FOREIGN MATERIAL SHEET " a. White paper bag measures 10" x 2" x 15" b. Printed adhesive label affixed to the bag. c. Bag will contain one (1) 40" x 48" sterile white paper drape. NOTE: A plastic/poly drape will not be accepted.
3.	VI. D 6 White Envelope	28	Is a 7 ½ x 10 ½ envelope acceptable?	The specification will stay as written.
4.	VI.F.7.A.	30	Is a 5 x 7 ½ envelope acceptable	The specification will stay as written.

This addendum will become part of the ITB and should be acknowledged with the Invitation to Bid.