

TULSA COUNTY

PURCHASING
DEPARTMENT

MEMO

DATE: March 25, 2019

FROM: Matney M. Ellis
Purchasing Director 

TO: Board of County Commissioners

SUBJECT: Addendum 1 – Clinical Supplies

On March 11, 2019, the Notice to Bidders was advertised to solicit request for bids for Clinical Supplies. This bid is set to open on the 8th day of April, 2019, with bids to be received by the County Clerk's Office until April 5th, 2019 at 4:00pm CST.

This addendum is to provide additional information and answers to vendor's questions to the specifications as per attached documentation.

This addendum is respectfully submitted for your approval.

MME / skb

ORIGINAL: Michael Willis, County Clerk, for the April 1, 2019 agenda.



Solicitation Addendum

Solicitation Name: **Clinical Supplies**

Addendum Number: **1**

Date of Addendum Issuance: **April 1, 2019**

This document shall serve as official notice that an addendum has been issued for the solicitation identified above. Suppliers submitting bids shall acknowledge receipt of this addendum prior to the bid response due date and time specified in the solicitation notice. Addendum acknowledgement may be submitted with the bid or may be forwarded separately. If forwarded separately, amendment acknowledgement must contain the solicitation name and response due date and time on the front of the envelope (as shown in the Tulsa County Purchasing – General Terms & Conditions, Section B.3.2.). Failure to acknowledge this solicitation addendum may be grounds for rejection.

Note: In the event the supplier has already submitted a response and cannot deliver this acknowledgement via mail or in person before the deadline, this acknowledgement may be submitted separately directly to the Tulsa County Purchasing Director via email (Matney.Ellis@tulsacounty.org). Email must be received prior to the bid response due date and time specified in the solicitation notice.

DESCRIPTION OF ADDENDUM:

A. This is to incorporate the following:

Responses to Vendor-submitted Questions:

1. Are the exam nitrile ambidextrous 2/pack per package gloves sterile?

Response: All sizes, 5-1/2 through 9, of the ambidextrous 2/pack, pre-packaged exam gloves are sterile. The other gloves listed, sizes extra-small through extra-large, are non-sterile.

2. If there are Terms & Conditions the vendor may not be able to agree with, will Tulsa County consider exceptions to the Terms & Conditions and negotiate the Terms & Conditions of any resulting contract?

Response: Tulsa County will not consider any exception or negotiations with the Terms & Conditions that are in the bid documents.

3. If there are insurance requirements that the vendor may not be able to agree with, will Tulsa County consider exceptions to the insurance Terms & Conditions?

Response: Tulsa County will not consider any exceptions with the Terms & Conditions of any insurance requirements.

4. Is there an Excel file with the products list available? If so, can we use that Excel file in place of the products list PDF format that is within the bid documents?

Response: An Excel file is not available. The PDF format is fillable so it is user friendly for the vendor to fill in the requested information and then print out and submit their bid to Tulsa County. An Excel file is not to be submitted in place of the PDF documents that are in the bid packet.

5. Will the vendor be disqualified if vendor submits a pricing list in another format other than the PDF documents with are with the original bid?

Response: On the Conditions page and under General Information, the second paragraph states: "Vendor to provide their bid pricing on the fillable sheets that is provided in the bid packet. Failure to do so may result in rejection of bid."

B. All other terms and conditions remain unchanged.

(End of Addendum)

ACKNOWLEDGED BY:

Supplier Company Name (PRINT)

Date

Authorized Representative Name (PRINT)

Title

Authorized Representative Signature