



Northampton Fire Rescue Department

"Professionalism through courage and dedication"

Chief Duane Nichols
26 Carlon Drive Northampton, MA 01060
Tel: (413) 587-1081 Fax: (413) 587-1034
www.northamptonma.gov/fire
[Facebook.com/NorthamptonFireRescue](https://www.facebook.com/NorthamptonFireRescue)

Request for Sealed Bid - Emergency Medical Equipment and Supplies.

Contract Period - One year with up two an additional two year option at the City of Northampton discretion.

Estimated contract amount – \$100,000 annually.

Vendor Performance:

An account representative will be expected to visit personally to the Northampton Fire Rescue (NFR) on a monthly basis to answer questions regarding the account, conduct in service training on equipment they sell , and assist with any issues with products they sell or represent.

Vendor will have free online training dedicated to the education and interests of First Responders, EMTs and Paramedics. This will include research and training that examines emergency medical services, products and care related to pressing issue. It will features interactive tools and EMS knowledge and literature.

Vendor will do quarterly review with (NFR) of all supplies and services.

An account representative will be expected to be located in the New England area, and readily available.

Items order before 3:00 pm will be shipped and delivered the **next day** ninety percent of the time. Free shipping on all orders.

If items are on back order beyond 7 days, the vendor must advice (NFR) of the status and reason for delay. In these situations (NFR) reserves the right to cancel the order and purchase from another source. Unreasonable back orders of 10% will be sufficient cause for (NFR) to cancel the contract.

Vendor must carry the full product line used by (NFR), and is not allowed to use another vendor.

A re-stocking fee will not be allowed, and the vendor is responsible for all shipping charges on returned items. There will be no time limit in which (NFR) can return an item.

Proof of VAWD certified kiting facility.

The vendor shall submit activity reports to (NFR) on a monthly, quarterly and annual basis.

The vendor must have a 24/7 disaster line to restock (NFR) in the event of unforeseen large event that depletes (NFR) stock.

Market Bid:

	Item	Quantity	Price Each	Total
1)	Smith protectiv plus 18 gage	500		
2)	IV start kit with flush and extension set	2000		
3)	Blue Sensor SP Electrodes 50 count	2000		
4)	King Airway Kit Size 4	25		
5)	King Airway Kit Size 5	25		
6)	King Vision A-Blades	25		
7)	Ambu Spur II Pedi BVM	40		
8)	Pulmodyne CPAP with 5, 7.5, 10 settings with Covidien Capno lines	200		
9)	Covidien CapnoLine CO2 Sampling line with O2 tubing	100		
10)	Covidien FilterLine Set, CO2 Sampling line, Adult/Pediatric	1000		
11)	Glucometer Strips	3000		
12)	Glucometer Start Kits	3000		
13)	Cuffed ET Tube w/Stylet, 7.0mm	20		
14)	Cuffed ET Tube w/Stylet, 8.0 mm	20		
15)	Paper, LP 15	100		
16)	Lucas 2 Suction Cups	30		
17)	Plastic Scoop Style Stretcher	7		
18)	Disposable patient mover with handles and a minimum capacity of 1000 pounds	100		
19)	Stryker Stretcher Fitted Sheets	5000		
20)	Hemostatic Z-Fold gauze	60		
			Total	

Rule for award - The contract will be awarded to the vendor offering the lowest total price for the all of the items and ability to meet vendor performance. Quantities are estimate, payments will be made on actual items ordered and delivered. Northampton Fire Rescue reserves the right to cancel the contract at any point and for any reason. Bids will be sealed bids and mailed or had delivered with a copy of City's standard contract attached by July 22nd at 10:00 am to:

Northampton Fire Rescue

Attn: Division Chief John Garriepy

26 Carlon Drive

Northampton, MA 01060

CITY OF NORTHAMPTON
MASSACHUSETTS

CONTRACT
FOR
(Non-construction supplies or services)

THIS AGREEMENT, executed this _____ day of _____ 20____ by and between **(type in Vendor name and address, remember to check Northampton vendors for overdue taxes)** hereinafter called "Vendor" and the City of Northampton, a municipal corporation in the County of Hampshire, Commonwealth of Massachusetts, party of the second part hereinafter called "Owner".

WITNESSETH, that for the consideration hereinafter mentioned, the Owner and the Vendor shall agree to the terms and conditions contained in this contract, enumerated as follows: The Owner-Vendor Agreement, Bidding Documents, Contract Forms, Specifications contained in **(attach you specification or vendor quote and reference the document here, if services are going to be rendered on City Property contact the Chief Procurement Officer regarding appropriate insurance requirements)**, and all addenda issued prior to and all Modifications issued after execution of the Contract.

THE OWNER shall pay the Vendor for the performance of this contract in the sum of **(type in the dollar amount)** dollars in accordance with the terms of this contract.

This contract shall not be altered in any particular without the consent of all parties to this contract. All alterations to this contract must be in writing and authorized as such by the Mayor and a Majority vote of the Board, Agency, or Committee signing this contract.

The Vendor shall not delegate, assign or transfer any of its duties delineated in the scope of services without prior written consent from the CITY.

In the event the Vendor is a corporation a certificate that the person executing this contract is duly authorized to sign, must accompany this contract.

Notwithstanding anything in the Contract documents to the contrary, any and all payments which the City is required to make under this Contract shall be subject to appropriation or other availability of funds as certified by the City Auditor. Obligations for payments beyond the current fiscal year are subject to appropriation and this Contract shall be canceled in the event of non-appropriation.

Final payment on this contract shall release and discharge the Owner from any and all claims against the Owner on account of any work performed hereunder, or any alteration hereto.

The Vendor shall indemnify and hold harmless, the CITY and all of its officers, agents, and employees against all suits, claims or liabilities of every nature, arising out of, or in consequence of, the acts or omissions of the Vendor, its employees, agents, or sub-contractors in connection with their rendering of services or goods under this AGREEMENT and will, at the Vendor's own cost and expense, defend any and all such suits and actions

By signing this contract the Vendor agrees to subject any dispute to mediation, at the option of the City, prior to filing suit in any forum.

This contract shall be deemed to be a Massachusetts contract and its interpretation and construction shall be governed by the laws of Massachusetts and the Charter and Ordinances of the Owner.

The provisions of this contract are severable. If any provision of this contract shall be held unconstitutional by

any court of competent jurisdiction, the decision of such court shall not affect any other provisions of this contract.

The City of Northampton is not bound by this contract until approved by the Mayor of Northampton.

Pursuant to M.G.L. Chapter 62C, Section 49A, I certify under the penalties of perjury that I have, to my best knowledge and belief, complied with the law of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting child support. I further authorize the City of Northampton to deduct from the amounts due under this contract, any overdue taxes, real or personal, or any other fees due to the City of Northampton from the vendor which become due and payable by the vendor or its officers, directors or agents during the term of this contract or until the final amounts due under this contract are paid in full.

The Contractor certifies that a) neither it nor any of its subcontractors have been subject to a federal or state criminal or civil judgment, administrative citation, final administrative determination, order or debarment resulting from a violation of G.L. c. 149, c. 151, or the Fair Labor Standards Act within three (3) years prior to the date of the Contract, or b) that if it or any of its subcontractors have been subject to a federal or state criminal or civil judgment, administrative citation, final administrative determination, order or debarment resulting from a violation of G.L. c. 149, c. 151, or the Fair Labor Standards Act within three (3) years prior to the date of the Contract, the Contractor has provided copies of any such judgment, citation, determination or order to the City prior to the date of the Contract and has procured a wage bond or insurance. The Contractor certifies that while the Contract is in effect, it will report any instance of the above to the City within five (5) days of Contractor's receipt.

Check one: The vendor does not have a Northampton office.

IN WITNESS WHEREOF the Owner caused these presents to be signed in quadruplicate and approved by David Narkewicz its Mayor and the said Vendor has caused these presents to be signed in quadruplicate and its official seal to be hereto affixed by its officer or agent thereunto duly authorized (by the attached corporate resolution). This instrument shall take effect as a sealed instrument.

Vendor: _____
Vendor

Authorized Signatory

Title Date

Please attach one W-9 to this contract when you return it to the City.

Certificate by Corporation to Sign Contract

I, _____ Secretary of _____, hereby certify that at a
(Name) (Name of Corporation)
duly authorized meeting of the Board of Directors of the _____
(Name of Corporation)
held on _____ at which all the Directors were present or waived notice, it was
(Date)
voted that, _____, _____ be and he hereby is authorized to execute contracts
(Name) (Title)
and bonds in the name and behalf of said corporation, and affix its Corporate Seal thereto, and such execution of any contract or obligation in this company's name on its behalf by such officer under seal of the company, shall be valid and binding upon this company,

A TRUE COPY,

ATTEST: _____
(Secretary)

Place of Business _____

Date of this Contract _____

CITY OF NORTHAMPTON:

BY: _____
Northampton's Board or Commission

Signatures of the Board or Commission

_____ Date _____

_____ Date _____
Chief Proc. Officer, approved as to form and c. 30B compliance

_____ Date _____
City Auditor, approved as to appropriation.

_____ Date _____
Mayor David Narkewicz

**City of Northampton, Massachusetts
BID RECORD**

Subject of Procurement _____

Department _____

Informal Quotes (under \$50,000) _____

Formal Bid ___ If yes, dates advertisements appeared in the newspaper, Commbuys, City website, G&S Bulletin, Central Reg.(as required by the type and value of the procurement) _____

Date of Bid Opening and Time _____

Recorded By _____

Bidder Name	Bidder Address	Bid Price	Comments
1.			
2.			
3.			
4.			
5.			

This list is a complete and accurate record of the bids or quotes received for the named supply or service.
Signed under penalties of perjury. (Sign if purchase is over \$50,000)

Procurement Officer

Witness

ATTACH SPECIFICATIONS HERE IF NECESSARY

SPECIFICATION CHECKLIST

The following items may need to be addressed in your contract specification. Please check them off as you consider them and retain this page for your procurement file for this purchase.

1. ___ Payment Terms - When does the Vendor get paid? Are there milestones that trigger payment? It is always best to pay for goods or services after they are received.
2. ___ Warranty - Are you expecting a warranty and, if so, what does it cover and for how long?
3. ___ Delivery - How long does the Vendor have to deliver the goods or services? Do not forget to include shipping costs in your bid! FOB Northampton instead of FOB Vendor's site is better because they carry the risk of loss in transit.
4. ___ Technical Requirements - Does your specification adequately describe the goods or services so you will be satisfied when the goods or services are delivered? For example, if you do not say products must be new you may get used products.
5. ___ Workers' Compensation Insurance Certificate. If a vendor's employees will be working on City Property get an insurance certificate from the vendor that shows the vendor has Workers' Comp. Insurance.