



## **LAKE SHORE CENTRAL SCHOOLS**

**(Evans-Brant Central School District)**

**Board of Education**

**959 Beach Road**

**Angola, NY 14006**

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# **2023-2024 Bid Specifications for**

## **Health Supplies**

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### **BID OPENING INFORMATION**

**Date:** Friday, March 31, 2023  
**Time:** 1:00 p.m.  
**Location:** Lake Shore CSD Business Office  
959 Beach Road  
Angola, NY 14006-9782

### **SCHOOL CONTACTS**

**Johnathan Perry**  
**Business Manager**  
**Lake Shore Central Schools**  
**(716) 926-2221**

# **LAKE SHORE CENTRAL SCHOOLS**

## **BID SPECIFICATIONS FOR**

# **Health Supplies**

- **Notice to Bidder**
- **Instructions to Bidder**
- **Specifications**
- **Form of Proposal**
- **Bid Proposal Certification**
- **Corporate Resolution**

**PUBLISHED:** **The Sun on 3/10, 3/17 and 3/24/23**  
**The Buffalo News on 3/8/23**

**BID LOCATION:** **District Business Office – Lake Shore CSD**  
**959 Beach Road**  
**Angola, NY 14006-9782**

**BID OPENING DATE:** **Friday, March 31, 2023**

**TIME:** **1:00 p.m.**

**Name of Bidding Company:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City or Town:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_

**Signature of Bidder:** \_\_\_\_\_

## **NOTICE TO BIDDER**

1. Notice is hereby given, that pursuant to the Board of Education of Evans-Brant Central School District, Angola, New York, (herein after "The Board of Education"), sealed proposals for furnishing Health Supplies to the school district for the 2023-24 school year are being solicited through this bid. Bids received shall be opened and publicly read aloud on Friday, March 31, 2023 @ 1:00 p.m. in the Lake Shore CSD District Business Office, 959 Beach Road, Angola, New York. **BIDS RECEIVED AFTER THE STATED HOUR AND DAY SHALL BE REJECTED AND RETURNED UNOPENED.** Bidders and other persons so interested may be present in person or by a representative at the bid opening.
2. The Board of Education reserves the right to reject any or all bids to waive such informalities or accept equivalent bids where it is determined to be in the best interest of the school district. The Board of Education further reserves the right to determine which items if any are equivalent to the items being bid. **Vendors must indicate catalog number, page number and manufacturer for each item bid.** A current catalog shall be submitted with the bid.
3. Bids shall be submitted on the forms provided (**Vendors have the option to submit bids on an alternate form, but in ALL cases forms submitted MUST reflect the District's item number and be listed in the same order as shown on the Districts' bid document**). Only one (1) copy of the bid should be submitted. Each bid must be signed by an officer of the company. It is permissible to return only those pages on which you have submitted bids. ***Blank sheets can be removed from your submittal.***
4. Bidder shall indicate both unit price and total cost in columns provided on the bid sheet (or substituted electronic format). The bidder may bid on any or all items listed on the bid form. **All bid prices are to include shipping charges (Delivered Cost)**, and bid prices shall be firm through September 15, 2023. The District reserves the right to reject bids that require a minimum order amount for free shipping.
5. An "**Affidavit of Non-Collusion**" is attached and forms a part of this bid proposal. **FAILURE TO SIGN THIS STATEMENT WILL CONSTITUTE GROUNDS FOR REJECTION OF BID.**
6. The return envelope containing the bid submission must be plainly marked with the date, hour of bid opening and the words: "Health Supplies Bid".



7. If proposals are forwarded by mail, preferably by registered mail, the envelope containing the bid proposal and marked as directed above must be enclosed in another envelope addressed to the Board of Education, Evans-Brant Central School District, 959 Beach Road, Angola, NY 14006-9782.
8. Prices quoted are net and exclusive of all Federal, state, municipal and excise taxes.
9. No bidder may withdraw his bid within forty-five days after actual date of bid opening thereof. **Prices shall be firm through September 15, 2023.**
10. Materials Safety Data Sheets (MSDS) will be required for all pertinent products at the time of order.
11. Delivery of at least 90% of the order shall be made within thirty (30) days of receipt of a valid purchase order. \*Please note that the District will issue payment when orders are 100% complete, and will NOT issue partial payments for incomplete orders.
12. All items shall be delivered to the "Ship To" address on the purchase order.
13. Bid tabulation Reports will be made available on the District's website [www.lakeshorecsd.org](http://www.lakeshorecsd.org), after the bids are awarded.
14. The Board of Education reserves the right to award bids by item, by category or subcategory, or in total, as is in the best interest of the school district. The Board further reserves the right to reject any and all bids, and to hold all bids for a period of sixty (60) days for review.
15. The Board reserves the right to issue multiple Purchase Orders for bids items, to the same vendor. This shall be done to allow vendors to package orders for individual teachers within the District. **If the successful vendor specifies a minimum order for free shipping, the vendor will aggregate all issued purchase orders in determining if the minimum order level was reached.**

BY ORDER OF THE BOARD OF EDUCATION  
EVANS-BRANT CENTRAL SCHOOL DISTRICT,  
ANGOLA, NY 14006

DATED: March 2, 2023

**Johnathan Perry**  
**Business Manager**  
Evans-Brant (Lake Shore)  
Central School District

## **INSTRUCTIONS TO BIDDERS**

### **PROPOSALS:**

Shall be as directed on the "Notice to Bidders".

Signatures shall be in long hand, and completed forms shall be without interlineations, alteration, or erasures.

Owner reserves the right to waive any formalities in any and all bids.

### **QUALIFICATIONS OF BIDDERS:**

Competency and responsibility of bidders will be considered in making the awards. Owner will award contract to the lowest responsible bidder. The Board of Education further reserves the right to reject all bids and re-advertise in the manner prescribed by law, where it is considered to be in the best interest of the District.

In determining the qualifications of bidders the Board will consider the record in the performance of any contract for similar services or products into which a contractor may have entered with the Board, and the Board specifically and expressly reserves the right to reject the bid of such bidder if the record discloses that such bidder, in the opinion of the Board, has not properly performed such contracts. The Board may make such investigation as it deems necessary to determine the ability of the bidder to perform the terms of the contract, and the bidder shall furnish the Board all information for this purpose as the Board may request. The Board reserves the right to reject any bid if investigation of the bidder reveals that in the opinion of the Board, the bidder is not properly qualified to carry out the obligations of the contract, and complete the work contemplated herein within the time limit agreed upon. **Conditional bids will not be accepted.** The bid determined to be second low shall be held in force for a period not exceeding 30 days after performance begins by the successful bidder. In the event of cancellation or default of contract, the Board of Education reserves the right to either award to the next low bidder or re-advertise the bid in the manner prescribed by law. In the absence of a statement to the contrary, the Board shall assume this stipulation to be agreed upon by the designated second low bidder.

**SPECIFICATIONS:**

Wherever a particular brand or manufacturer is named within the attached specifications, it is for establishing a standard of quality and the term "or equal" shall be understood.

Any bidder wishing to bid on "or equal" or better material than specified here-in shall present positive proof that such substitutions are equal or better and such substitutions may be allowed only at the discretion of the Board. Bidders are encouraged to submit samples of items alleged to be "of equal" or "better" quality.

**PAYMENT:**

Payment will be made on invoices presented following delivery and acceptance by the Board of Education. \*Please note that the District will issue payment when orders are 100% complete, and will NOT issue partial payments for incomplete orders.

**ESCAPE CLAUSE:**

The owner reserves the right to cancel the contract within 30 days if contractor fails to live up to the contract specifications.

**BUY-AGAINST CLAUSE:**

In the event that the successful bidder is unable or unwilling to supply the agreed upon items in accordance with their bid awarded by the Board of Education, the District reserves the right to purchase the items from the next lowest bidder. In this event, the vendor that received the original bid award will be required to reimburse the District for any and all price differences incurred, and all legal costs incurred (if any) for the collection of such amounts.

**FORM OF PROPOSAL**

Pursuant to the advertisements published in the Buffalo News on March 8, 2023 and  
The Sun on March 10, March 17 and March 24, 2023 requesting proposals for

**Health Supplies,** \_\_\_\_\_,

bidder hereby proposes to provide the required material as described in the published  
advertisement, and in accordance with the specifications, notice and instructions to  
bidders, as written. Successful bidder agrees to furnish and install material as herein  
specified, **within thirty days** after receipt of valid purchase order.

COST OF: \_\_\_\_\_

SIGNED: \_\_\_\_\_

TITLE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

DATED: \_\_\_\_\_

## **BID PROPOSAL CERTIFICATIONS**

FIRM NAME: \_\_\_\_\_

BUSINESS ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

TEL. NO.: \_\_\_\_\_ DATE OF BID: \_\_\_\_\_

### **I. General Bid Certifications**

The bidder certifies that he/she will furnish, at the prices herein quoted, the materials, equipment, and/or services as proposed on this bid.

### **II. Non-Collusive Bidding Certification**

By submission of this bid proposal, the bidder certifies that he is complying with Section 103-d of the General Municipal Law as follows:

Statement of non-collusion in bids and proposals in political subdivision of the state. Every bid or proposal hereafter made to a political subdivision of the state or any public department, agency or official thereof where competitive bidding is required by statute, rule, regulation, or local law, for work or services performed or to be performed or goods sold or to be sold, shall contain the following statement subscribed by the bidder and affirmed by such bidder as true under the penalties of perjury: Non-collusive bidding certification.

a) By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party hereto certifies as to its own organization, under penalty of perjury, that to the best of knowledge and belief:

- (1) The prices in this bid have been arrived at independently without collusion, consultation, communication or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitors:
- (2) Unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly, to any other bidder or to any competitor, and
- (3) No attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition.

b) A bid shall not be considered for award nor shall any award be made where (a) (1) (2) and (3) above have not been complied with; provided, however, that if in any case the bidder cannot make the foregoing certification, the bidder shall so state and shall furnish with the bid a signed statement which acts forth in detail the reasons therefore. Where (a) (1) (2) and (3) above have not been complied with, the bid shall not be considered for award nor shall any award be made unless the head of the purchasing unit of the political subdivision, public department, agency or official thereof to which the bid is made, or his designee, determines that such disclosure was not made for the purpose of restricting competition.

The fact that a bidder (a) has published price lists, rates or tariffs covering items being procured, (b) has informed prospective customers of proposed or pending publication of new or revised price lists the such items, or © has sold the same items to other customers at the same prices being bid, does not constitute, without more, a disclosure within the meaning subparagraph one (3). (2) Any bid hereafter made to any political subdivision of the state or any public department, agency or official thereof by a corporate bidder for work or services performed or to be performed or goods sold or to be sold, where competitive bidding is required by statute, rule, regulation, or local law, and where such bid contains the certification referred to in subdivision one of the section, shall be deemed to have been authorized by the board of directors of the bidder, and such authorization shall be deemed to include the signing and submission of the bid and the inclusion therein of the certificate as to non-collusion as the act and deed of the corporation.

**SIGNATURE (AUTHORIZED):** \_\_\_\_\_

**TITLE:** \_\_\_\_\_



**RESOLUTION – FOR CORPORATE BIDDERS ONLY**

Resolved that \_\_\_\_\_ be authorized  
(Individual)  
to sign and submit the bid or proposal of this corporation for the following item(s):

**Health Supplies**, and to include in such bid or proposal the certificate  
as to non-collusion required by Section One Hundred Three Paragraph d. of the General  
Municipal Law as the act and deed of such corporation, and for any inaccuracies or  
misstatements in such certificate this Corporate bidder shall be liable under the penalties  
of perjury.

\_\_\_\_\_  
The foregoing is a true and correct copy of the resolution adopted by \_\_\_\_\_  
\_\_\_\_\_  
Corporation at a meeting of its Board of  
Directors held on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ and  
is still in full force and effect on this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Secretary

(SEAL OF CORPORATION)

Bid: 23-24 HEALTH HEALTH SUPPLIES

Vendor Name

Item Number	Item Description/Specification	Vendor Reference	Unit of Measure	Quantity Reported	Unit Price	Total Bid
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All bid prices will include shipping and processing.  
All package will be marked and packed per requestor, with purchase order number on them.  
All deliveries will be delivered with previous notice,  
Monday through Friday between 7:00am and 3:00pm.

**Bid: 23-24 HEALTH HEALTH SUPPLIES**

**Vendor Name** \_\_\_\_\_

Item Number	Item Description/Specification	Vendor Reference	Unit of Measure	Quantity Reported	Unit Price	Total Bid
001563	ANTISEPTIC WIPES: Benzalconim Chloride Antiseptic towelette, 100/bx, individually wrapped Substitute (Please Specify) _____	_____	BX	10.00	_____	_____
001564	APPLICATORS: 6" cotton tipped, 100/pk Substitute (Please Specify) _____	_____	PK	30.00	_____	_____
001572	BAND AIDS: Ex. Large, 2x4-1/2", Plastic, clear, sterile, 50/BX, J&J or equivalent Substitute (Please Specify) _____	_____	BX	12.00	_____	_____
001576	BAND AIDS: Junior size, Flexible Fabric Strips, sterile, 1x3", 100/BX Substitute (Please Specify) _____	_____	BX	120.00	_____	_____
001579	BAND AIDS: Large spots, plastic, sterile, clear, 7/8", 100/BX Substitute (Please Specify) _____	_____	BX	12.00	_____	_____
001580	BAND AIDS: Patch, clear, plastic, sterile, 1-1/2", 10/BX Substitute (Please Specify) _____	_____	BX	12.00	_____	_____
001582	BANDAGE SCISSORS: 5-1/2" Substitute (Please Specify) _____	_____	PR	6.00	_____	_____
001600	COTTON BALLS: Medium size, non-sterile, 500 per BG Substitute (Please Specify) _____	_____	BG	12.00	_____	_____
001634	SPONGES: Non-sterile, 3x3", 12 ply, 200/BG Substitute (Please Specify) _____	_____	BG	12.00	_____	_____
001638	TISSUES: Facial tissues, white, full size, 100 ct/BX Kleenex or equivalent Substitute (Please Specify) _____	_____	BX	300.00	_____	_____
001878	GLOVES: Vinyl, LARGE size, powder free, disposable exams Gloves, non-sterile, synthetic / vinyl, 100/BX. Substitute (Please Specify) _____	_____	BX	20.00	_____	_____
ADD-00000001	Cramer Non-Latex Colored Underwrap, Green, 2.75"x30yds, 48 rolls/case	_____	CS	1.00	_____	_____
ADD-00000002	Cramer 950 Porous Athletic Tape, 1.5"x15yds, 32 rolls/case **NO SUBSTITUTIONS**	_____	CS	12.00	_____	_____

**Bid: 23-24 HEALTH HEALTH SUPPLIES**

**Vendor Name**

Item Number	Item Description/Specification	Vendor Reference	Unit of Measure	Quantity Reported	Unit Price	Total Bid
ADD-00000003	COLL-FLEX Premium Cohesive Tape, Green, 1"x6yds, 48 rolls/case		CS	2.00		
ADD-00000004	COLL-FLEX Premium Cohesive Tape, Black, 2"x6yds, 24 rolls/case		CS	2.00		
ADD-00000005	COLL-FLEX Premium Cohesive Tape, Green, 3"x6yds, 16 rolls/case		CS	2.00		
ADD-00000006	Benzoin Tincture Ampules, 100/box		BX	1.00		
ADD-00000007	Liquid Skin, 0.5g pipette, 10/pack		PK	1.00		
ADD-00000008	3M Tegaderm Transparent Dressing, 4"x4.75", 10/box		BX	1.00		
ADD-00000009	"Nu Gauze Type" Non-Woven Sponges, Sterile, 3"x3", 4 ply, 50/box		BX	8.00		
ADD-00000010	"Nu Gauze Type" Non-Woven Sponges, Sterile, 4"x4", 4 ply, 50/box		BX	8.00		
ADD-00000011	Kendall Telfa "Ouchless" Non-Adherent Sterile Dressings, 3"x8", 50/box		BX	1.00		
ADD-00000012	"Telfa Type" Non-Adherent Sterile Pads, 3"x4", 100/box		BX	1.00		
ADD-00000013	"Telfa Type" Non-Adherent Sterile Pads w/ Adhesive Strip, 2"x3", 100/box		BX	1.00		
ADD-00000014	"Telfa Type" Non-Adherent Sterile Pads w/ Adhesive Strips, 3"x4", 100/box		BX	1.00		
ADD-00000015	Sam Splint, Flat, 4.25"x9", orange/blue		EA	3.00		
ADD-00000016	Sam Splint, Flat, 4.25"x18", orange/blue		EA	2.00		
ADD-00000017	Sam Splint, Flat, 4.25"x36", orange/blue		EA	2.00		
ADD-00000018	Sam Splint, Flat, X-Wide, 5.5"x36", orange/blue		EA	2.00		
ADD-00000019	Sam Splint, Finger, 1.75"x3.75", orange/blue		EA	5.00		
ADD-00000020	Ossur Exoform Adjustable Knee Immobilizer, 18"-24" length		EA	2.00		
ADD-00000021	Sling Bag, 12"L x 4"W x 14"H, empty		EA	1.00		

**Bid: 23-24 HEALTH HEALTH SUPPLIES**

**Vendor Name**

Item Number	Item Description/Specification	Vendor Reference	Unit of Measure	Quantity Reported	Unit Price	Total Bid
ADD-0000022	Fanny Pack, 12"L x 5"H x 4.5"D, empty		EA	1.00		
ADD-0000023	Biofreeze, 32oz gel pump bottle		BTL	1.00		
ADD-0000024	Biofreeze, 5gm gel packs, 100/box		BX	1.00		
ADD-0000025	Triple Antibiotic Ointment, 1oz tube		TB	2.00		
ADD-0000026	Hydrocortisone Cream 1%, 1oz tube		TB	2.00		
ADD-0000027	Bactine, 4oz squeeze bottle		BTL	2.00		
ADD-0000028	A & D Ointment, 2oz tube		TB	1.00		
ADD-0000029	A & D Ointment, 15oz jar		JAR	1.00		
ADD-0000030	Nivea Lotion, 16.9 oz pump bottle		BTL	1.00		
ADD-0000031	Afrin Generic, 15ml bottle		BTL	1.00		
ADD-0000032	EMT Toothsaver		EA	1.00		
ADD-0000033	Lister Bandage Scissors, 5"		PR	5.00		
ADD-0000034	Paramedic Scissors, 5.5", green		PR	1.00		
ADD-0000035	Paramedic Scissors, 7.25", green		PR	1.00		
ADD-0000036	Splinter Out, 10/pack		PK	1.00		
ADD-0000037	4.5" Feilchenfeld Splinter Forceps		EA	1.00		
ADD-0000038	4.5" Fine Point Splinter Forceps		EA	1.00		
ADD-0000039	3" Magnifier Forceps		EA	1.00		
ADD-0000040	All-In-One Tool		EA	1.00		



**Bid: 23-24 HEALTH HEALTH SUPPLIES**

**Vendor Name**

Item Number	Item Description/Specification	Vendor Reference	Unit of Measure	Quantity Reported	Unit Price	Total Bid
ADD-0000041	PRO-C Soft Tissue Mobilization Tool, 2.5", double beveled		EA	1.00		
ADD-0000042	RockBlades Mullet Mobility Tool		EA	1.00		
ADD-0000043	Aircast Pneumatic Armband, Black, Universal		EA	1.00		
ADD-0000044	Economy Envelope Arm Sling, Universal, 18"		EA	2.00		
ADD-0000045	Tiger Tail Rolling Massager, Roadster, 11.5" unit		EA	1.00		
ADD-0000046	Tiger Tail Rolling Muscle Massager, Classic, 18" length unit		EA	1.00		
ADD-0000047	Agility Ladder, Economy Web, 15'L x 18"W		EA	1.00		
ADD-0000048	Endurance Gatorlytes, 20 packs/box		BX	1.00		
ADD-0000049	Instant Ice Packs, Large 5"x9", 24/case		CS	10.00		
ADD-0000050	Flexi-Clear 3, 6"x650', 6 rolls/box ** MUST BE 6" **		BX	2.00		
ADD-0000051	Ice Bags, 10"x18", 1500 bags/roll		RL	1.00		
ADD-0000052	Safetec SaniZide Pro 1 Wipes, 150/canister		CAN	1.00		
ADD-0000053	Aluminum Crutches, Adult, Patient height 5'2"-5'10"		EA	1.00		
ADD-0000054	Aluminum Crutches, Tall, Patient height 5'10"-6'6"		EA	1.00		
ADD-0000055	cough drops-600		CS	1.00		
ADD-0000056	instant ice packs 5 x 6" -80		CS	2.00		
ADD-0000057	ambu bag child		EA	2.00		
ADD-0000058	plastic ice bags		RL	3.00		
ADD-0000059	Arm sling-Adult		EA	4.00		

**Bid: 23-24 HEALTH HEALTH SUPPLIES**

**Vendor Name**

Item Number	Item Description/Specification	Vendor Reference	Unit of Measure	Quantity Reported	Unit Price	Total Bid
ADD-0000060	pulse Ox		EA	5.00		
ADD-0000061	paper surgical tape 1"x10yds		BX	2.00		
ADD-0000062	3m trans transpore transparent tape tape		BX	1.00		
ADD-0000063	adult latex free sphygmomaometer		EA	2.00		
ADD-0000064	hydrogen peroxide 16oz		EA	2.00		
ADD-0000065	rubbing alcohol 16oz		EA	3.00		
ADD-0000066	uristix		EA	3.00		
ADD-0000067	quick release reusable tourniquet		EA	5.00		
ADD-0000068	witch hazel 16oz		EA	2.00		
ADD-0000069	bacitracin		EA	10.00		
ADD-0000070	portable ice maker		EA	1.00		
ADD-0000071	Transport chair		EA	1.00		
ADD-0000072	6" ring cutter		EA	1.00		
ADD-0000073	Health o meter scale with height rod		EA	2.00		
ADD-0000074	Kleenhanz Alcohol-free Towelettes, 70/can		CAN	2.00		
ADD-0000075	GOFIT Guide Roller, 24"L x 6"D		EA	1.00		
Bid Item Count: 86					Total	

Bid: 23-24 HEALTH HEALTH SUPPLIES

Vendor Name

Item Number	Item Description/Specification	Vendor Reference	Unit of Measure	Quantity Reported	Unit Price	Total Bid
Selection Criteria						

Bid: 23-24 HEALTH  
Print Only Items With Quantities  
Sort By: Item ID  
Show Manufacturer Name and Part #  
Printed by JOHNATHAN M. PERRY