

ITEM NO.	TERMS AND CONDITIONS	WILL COMPLY/WILL NOT COMPLY	COMMENT
1.0	INTRODUCTION		
1.01	The Thames Valley District School Board (hereafter referred to as the TVDSB) invites interested parties to submit sealed submissions in response to this bid document. The TVDSB is one of the largest public school boards in the Province of Ontario and is comprised of all public schools within the counties of Elgin, Middlesex, and Oxford. The TVDSB is the employer of approximately 8,000 staff and operates 184 schools with an estimated enrolment of 77,000 students.		
1.1	PURPOSE		
1.1.1	The purpose of this bid document is to provide interested parties with sufficient information to enable them to prepare and submit bids for consideration by the TVDSB for medical supplies, subject to the conditions herein.		
2.0	BID DEFINITIONS AND INFORMATION		
2.1	DEFINITIONS		
2.1.1	The following words are used throughout this bid document and bidders should note these conditions when completing their bid submission.		
2.1.1.1	The word "MUST" shall mean bidders "must" include the required information in bid submission. Failure to include the required information will deem submission noncompliant.		
2.1.1.2	The word "SHOULD" shall mean bidders "should" include the required information in bid submission.		
2.1.1.3	The word "NONCOMPLIANT" shall mean bid submissions will be eliminated from further evaluation if the submission does not include the required information.		
2.1.1.4	The word "SUBCONTRACTOR" shall mean a person, firm or company hired by the bidder(s) or the successful bidder(s) to perform any portion or all of this bid.		
2.1.1.5	The word "QUALIFIED" shall mean a bidder who is compliant and has included the required information in their bid submission.		
2.1.1.6	BID IRREGULARITY: A deviation between the requirements (terms, conditions, specifications, special instructions) of a bid response for the purposes of this bid; bid irregularities are further classified as major irregularities or minor irregularities. The classification of what is a major irregularity or a minor irregularity shall be the sole discretion of the TVDSB.		
2.1.1.6.1	Major Irregularity: A deviation from the bid request which affects the price, quality, quantity or delivery, and is material to the award. If the deviation is permitted, the bidder could gain an unfair advantage over competitors. The TVDSB will reject any bid submission which contains a major irregularity.		
2.1.1.6.2	Minor Irregularity: A deviation from the bid request which affects form, rather than substance. The effect on the price, quality, quantity or delivery is not material to the award. If the deviation is permitted or corrected the bidder would not gain an unfair advantage over competitors. The TVDSB may permit the bidder to correct a minor irregularity.		

FIRM NAME : _____

SIGNATURE : _____

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2.2	STRUCTURE OF THIS BID		
2.2.1	Bidders must use the electronic bidding file (setup.exe) which is available on the internet at:		
2.2.1.1	www.tvdsb.on.ca		
2.2.1.2	"Purchasing Bids"		
2.2.1.4	Scroll to the end of the document, click		
2.2.1.5	"Proceed to inquiry/download page".		
2.2.1.6	Proceed to the bid, click		
2.2.1.7	"New" Icon		
2.2.1.8	The setup.exe file contains the following files.		
2.2.1.9	tender.exe: See Section 9 Electronic Bidding Instructions		
2.2.1.10	Appendices236: Terms and Conditions and Specifications- in Excel format		
2.3	RETURN LOCATION		
2.3.1	Sealed bid submissions must be returned to:		
2.3.2	"Tenders Clerk"		
2.3.3	Tenders Clerk's box, Basement, Education Centre		
2.3.4	Thames Valley District School Board		
2.3.5	1250 Dundas Street		
2.3.6	London, Ontario		
2.3.7	N5W 5P2		
2.3.8	The bid submission envelope should show the bid document name, number, return date and time (as set out in Section 9.9 - Labeling of Envelope and diskette or CD).		
2.3.9	The bid submission must be returned to the "Tenders Clerk" for your bid submission to be accepted.		
2.3.10	Delivery to the "Tenders Clerk" is the responsibility of the bidder.		
2.3.11	Submissions received by electronic transmission (i.e. fax or email) will not be accepted.		
2.3.12	Late bids will be returned to the bidder, unopened, if a return address is included on the submission envelope.		
2.4	IMPORTANT DATES		
2.4.1	ISSUE DATE: Tuesday, April 6, 2010		
2.4.5	RETURN DATE and TIME: prior to 12:00:00 local time Tuesday, April 27, 2010.		
2.5	QUESTIONS		
2.5.2	All questions pertaining to this bid document are to be addressed to: Gary Keathley, by Fax (519) 452-2399 or g.keathley@tvdsb.on.ca. All questions pertaining to this bid document must be submitted in writing.		

FIRM NAME : _____

SIGNATURE : _____

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2.5.3	Questions concerning the terms and conditions of the bid document, whether made orally or in writing, to any individual other than indicated above, may at the sole discretion of the TVDSB, render your submission noncompliant. Direct questions in written form only to Gary Keathley. The TVDSB will only be bound by written answers to questions.		
2.5.5	Should any questions raised by a bidder necessitate an addendum to this bid document, the addendum will be posted to the TVDSB Web Site. See Section 2.5.3.		
3.0	CONTRACT TERM/PRICING/TAXES/DELIVERY/PAYMENT		
3.1	CONTRACT TERM		
3.1.1	The term of this agreement shall be for one year, commencing on June 1, 2010 and unless otherwise provided herein, terminating on May 31, 2011.		
3.1.2	The TVDSB may, at the end of this contract term, extend the contract for a period of three years in one (1) year increments and will advise the bidder, in writing, of their intentions.		
3.1.3	Bidders must state if your company would agree to extending this contract with the same terms and conditions for a second year ending May 31, 2012.		
3.1.4	Bidders should state if your company would agree to extending this contract with the same terms and conditions for a third year ending May 31, 2013.		
3.2	PRICING		
3.2.1	Bidders must complete the pricing section which is installed using the setup.exe file (see Section 9.0 Installation Instructions).		
3.2.1	Bidders must print and sign the Bid Report.		
3.2.2	All charges must be included in the cost of the item. Prices quoted must be for goods and services exactly as specified and in Canadian funds, unless otherwise indicated.		
3.2.3	Prices must include delivery, F.O.B. destination. NO AWARDS WILL BE MADE TO FIRMS QUOTING FREIGHT EXTRA.		
3.2.5	The contract will be for a 1 year term ending May 31, 2011. Prices MUST remain firm for the first year of the contract and thereafter only manufacturer's price increases (supported by documentation) will be allowed.		
3.2.6	The TVDSB expects to order in multiple shipments over the length of this contract.		
3.2.7	It is the intention of the TVDSB to rationalize its supplier base. This contract may be awarded on a per item basis or on the best cost of various groupings. The groupings will be determined by the TVDSB. Each bidder agrees to the award on this basis.		
3.2.8	Bidders should state any further discount, as a percentage, if all items are awarded to your company.		
3.2.9	The TVDSB will not expect any price increases for the exact configuration quoted during the roll out.		

FIRM NAME : _____

SIGNATURE : _____

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3.2.10	The TVDSB would like to take advantage of any promotions, price decreases, rebates or new technologies available during the term of the contract. Detail your company's strategy related to future pricing, new hardware components or new technologies.		
3.3	TAXES		
3.3.1	GST, PST and HST: Where applicable, Goods & Services Tax and Provincial Sales Tax must be shown separately as extras on all invoices in accordance with Canadian and Provincial Government regulations.		
3.4	DELIVERY & ORDERING		
3.4.1	Delivery for all items will be directly to our Schools, Distribution Centre, Educational Resource Centre or Community Education Centres. For a complete list of Thames Valley District School Board location refer to http://www.tvdsb.ca/schools.cfm?subpage=3826		
3.4.2	Delivery dates will be specified on all of our purchase orders. Immediate delivery will be accepted unless otherwise designated on our purchase orders. In case of construction of new schools or major school renovations, the TVDSB shall not accept delivery until the date specified on those purchase orders.		
3.4.3	The successful bidder(s) bears the cost of repairs to the site and to hardware with respect to damage caused from shipping or installation.		
3.4.4	The successful bidder(s) bears the risk of loss with respect to equipment until delivery and/or installation is complete.		
3.4.5	The successful bidder(s) will remove all packaging and shipping debris at no cost to the TVDSB.		
3.4.6	The TVDSB's purchase order number should appear on all packages, packing slips, correspondences, customs documentation and freight bills of landing.		
3.4.7	The lead time shown will be used to calculate delivery dates on our purchase orders and to monitor your company's performance. The lead time must be met as it is one of our criteria considered in the decision, and award, of this and future contracts.		
3.4.8	Not all goods will be ordered at one time; orders will be placed as requests are received from our schools.		
3.4.9	In order to meet any minimum order stipulation, we may combine orders from different sites for delivery to our Distribution Centre at 951 Leathorne Street in London. Those orders would be labeled in the "ship to" portion of our purchase order as "Wrap and Label Care of Distribution Centre". Our expectation is that these shipments will arrive packaged and labeled PER SITE, ready for us to forward directly to the school with no further packaging or resorting required.		
3.4.9.1	State minimum dollar value per order.		
3.5	INVOICING/PAYMENT TERMS		
3.5.1	All invoices must be sent to the Thames Valley District School Board, 1250 Dundas Street, London, Ontario N5W 5P2. Attention: Accounts Payable.		

FIRM NAME : _____

SIGNATURE : _____

ITEM NO.	TERMS AND CONDITIONS	WILL COMPLY/WILL NOT COMPLY	COMMENT
3.5.2	Applicable taxes must be shown as separate line items on all invoices.		
3.5.3	Bidders should indicate any specific payment terms. It is generally expected that payment will be 45 days from receipt of invoice.		
3.5.3.1	Bidders should state percentage discount for early payment and net payment terms.		
3.5.4	Purchase order numbers must be stated on all invoices; invoices without will be returned unpaid.		
4.0	SPECIFICATIONS/REQUIREMENTS		
4.1	QUALITY		
4.1.1	Unless otherwise specified, supplies must be new, in good condition, fit for the purpose for which they are being acquired and free from defects. The decision of the TVDSB pertaining to items being rejected is final.		
4.1.2	Manufacturers' brand names and numbers are used as guidance for the bidders; alternate items of equal quality will be considered. If bidding on an alternate item, the manufacturer's name and model number must be indicated in the appropriate field in the Appendice236 FOR EVERY ALTERNATE ITEM BID.		
4.1.3	The determination of equal quality will be based on our internal professional opinions.		
4.1.4	In addition to price, quality and suitability to school use will be among the first considerations. Delivery lead times, service, performance record, manufacturer's warranties and the value of the overall award will also be taken into consideration when awarding this contract.		
4.1.5	Any material, equipment, service or work ordered which, in the opinion of the TVDSB, does not completely fulfill the specifications must immediately be removed and/or completed to the specifications or sample quality at the expense of the successful bidder.		
4.2	QUANTITY/TERM		
4.2.1	The quantities indicated are based on previous years purchases and projected current year capital projects. Quantities are subject to equipment breakdowns, user requests, program changes and budget approval which may be increased or decreased when orders are placed. All items may not be purchased if costs exceed budget. In no way should the information furnished be considered as a guarantee with respect to the future volume of business. The successful bidder(s) will be responsible for supplying the quantities that are eventually ordered for each item awarded during the term of this bid at the quoted price.		
4.5	RETURN OF GOODS POLICY		
4.5.1	The TVDSB will return any shipment collect if, in our opinion, the product supplied does not conform to the specification and/or samples submitted in the bid.		
4.5.2	Bidders should state if there is a time limit on returning goods.		
4.5.3	Bidders should state if there is a "restocking charge" on any returned item and the amount or rate to be charged if goods are returned for any other reason than those stated in 4.5.1.		
4.5.4	Bidders should describe their procedure for returned goods with respect to:		

FIRM NAME : _____

SIGNATURE : _____

ITEM NO.	TERMS AND CONDITIONS	WILL COMPLY/WILL NOT COMPLY	COMMENT
4.5.4.1	Packaging		
4.5.4.2	"Attention To" labeling		
4.5.4.3	Address to where returns should be shipped		
4.5.4.4	Method of shipment (company truck, courier, transport)		
4.5.4.5	If a return authorization number is required		
4.5.4.6	What charges apply and who is responsible for payment		
4.5.5	The TVDSB will not pay to return any goods which do not meet the specifications listed in this bid.		
4.5	ILLUSTRATIVE LITERATURE		
4.5.1	Bidders should submit ILLUSTRATIVE and SPECIFICATION INFORMATION for each item of which they have bid. Bidders who are bidding EXACTLY as specified do not need to supply this information. Bidders who are submitting a catalogue must indicate page number where the item is illustrated.		
4.5.1.1	Bidders should state if this literature can be obtained directly from the manufacturer via the internet.		
4.5.1.2	Bidders should state the web site addresses for each manufacturer.		
4.6	SAMPLES		
4.6.1	Each bidder may be required to submit, at the bidder's own expense, the items which are being bid upon for examination and comparison purposes. This must be done on request and at a time and location chosen by the TVDSB.		
4.6.2	Bidders who do not submit the required samples will be considered noncompliant.		
4.6.3	Not all samples will be returned immediately. Those retained for quality control purposes or testing will be purchased and any item tested that proves defective will be returned		
4.6.3.1	Bidders should provide return instructions (i.e. address and authorization number) if required, for sample returns.		
4.7	SUBSTITUTIONS		
4.7.1	In the event that an item ordered becomes discontinued during the contract, all bidders must notify the Purchasing Services Department for authorization before the item is substituted and shipped to our Distribution Centre. Successful bidders may be required to provide samples of the proposed substitutions before sending shipments. The Board reserves the right to return any shipment COLLECT , if in our opinion the products supplied do not conform to the specifications in this bid document.		
5.0	TERMS AND CONDITIONS		
5.1	GENERAL TERMS AND CONDITIONS		
5.1.1	Any response submitted to the bid is IRREVOCABLE for 120 days.		

FIRM NAME : _____

SIGNATURE : _____

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5.1.2	A bidder who has already submitted a bid may submit an addendum in writing and signed by the bidder at any time up to the official closing time. No facsimiles shall be accepted. The last submission shall supersede and invalidate all previous submissions by that bidder as it applies to this bid. Addenda must be submitted to the "Tenders Clerk" in the same manner and within the same time constraints as the bid submission.		
5.1.3	A bidder may withdraw the bid at any time up to the official closing time by letter bearing his/her signature as it is in the submission. Withdrawal requests received after the closing date shall not be permitted. Submission withdrawals must be submitted to the "Tenders Clerk" in the same manner and within the same constraints as a bid submission.		
5.1.4	The issuance of this call for bids shall not constitute any obligation on the part of the TVDSB to any firm or individual who submits a bid.		
5.1.5	The bidder should have satisfactorily fulfilled all relevant obligations as required under the terms and conditions of any previous award in order to be considered as an acceptable bidder.		
5.1.6	The laws of the Province of Ontario shall govern in any dispute occasioned as a result of the performance or non-performance and/or workmanship of a contract issued pursuant to the bid and any dispute arising out of the issuance of and response to this bid.		
5.1.7	The TVDSB reserves the right to withdraw the award of the contract to a successful bidder(s) within 30 days of the award if in the opinion of the TVDSB the successful bidder(s) is unable or unwilling to enter into a form of contract satisfactory to the TVDSB. The TVDSB shall be entitled to do so without any liability being incurred by the TVDSB to the bidder		
5.1.8	The lowest or any bid submission may not necessarily be accepted. The TVDSB reserves the right to decline any or all bid submissions, or to cancel the bid call in whole or in part at any time prior to making an award, for any reason, or no reason, without liability being incurred by the TVDSB to any bidder for any expense, cost, loss or damage incurred or suffered by the bidder as a result of such withdrawal.		
5.1.9	All costs associated with the preparation of the bid submission will be solely the responsibility of the bidder.		
5.1.10	The TVDSB reserves the right to decline or purchase one or all items in this bid from one supplier or from multiple suppliers.		
5.1.11	All of the terms and conditions of this bid are deemed to be accepted by the bidder and incorporated into the bidder's proposal submission. It is the TVDSB's intention that the Terms and Conditions stated in this bid and the successful bidder's response to this bid will form the contract between TVDSB and the successful bidder(s). Any conflict in the wording of the bidder's invoice and/or sales agreement and the wording of the terms and conditions of this proposal, shall be resolved in favour of the TVDSB and shall be deemed to be incorporated into the bidder's invoice and/or sales agreement.		

FIRM NAME : _____

SIGNATURE : _____

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5.1.12	The successful bidder(s) must not at any time subcontract any portion of its contract with the TVDSB nor shall it assign the contract without the written permission of the TVDSB. The successful bidder(s) must not, at any time, change subcontractors approved by the TVDSB without written permission of the TVDSB.		
5.1.13	While the TVDSB has used considerable efforts to ensure an accurate representation of information in this bid document, the information contained herein is contained solely as a guideline for bidders. The information is not guaranteed or warranted to be accurate by the TVDSB, nor is it necessarily comprehensive or exhaustive. Nothing in this bid document is intended to relieve bidders from forming their own opinions and conclusions in respect to the matters addressed in this bid document.		
5.1.14	The TVDSB may accept or waive a minor irregularity, or where practical to do so the TVDSB may as a condition of bid acceptance request a bidder to correct a minor irregularity with no change in bid price. Items of non compliancy on any bid submissions which do not strictly comply with the provisions, procedures and requirements of this bid, or are incomplete, ambiguous, or which contain errors, alterations, misleading information, omissions, or irregularities of any kind, may be rejected and disqualified at the discretion of the TVDSB. All bidders agree to provide all such additional information as, and when requested, at their own expense, provided no bidder in supplying any such information shall be allowed, in any way to change the pricing or other cost quotations originally given in its bid submission or in any way materially alter or add to the solution originally proposed.		
5.1.15	All TVDSB policies, procedures and regulations must be adhered to by the successful bidder(s).		
5.1.15.1	Smoking is prohibited in all TVDSB buildings and on all TVDSB property.		
5.1.15.2	Some TVDSB sites are equipped with video surveillance cameras.		
5.1.15.3	The successful bidder(s) is obliged to cooperate with all recycling and environmental procedures and initiatives established by government, the TVDSB and each school.		
5.1.16	The successful bidder(s) will reimburse the TVDSB for any damages through negligence or willful acts of any of the successful bidder(s)' employees or contracted staff.		
5.1.17	The successful bidder(s)' employees and contracted staff shall not be considered TVDSB employees and shall not represent themselves as an agent of the TVDSB nor be eligible for any of the benefits provided to TVDSB employees.		
5.1.18	The TVDSB reserves the right to demand the removal of any successful bidder's employees or contracted staff engaged in this contract if, in the TVDSB's opinion, their conduct has been of an unacceptable nature.		
5.1.19	The successful bidder(s) will be responsible for seeing that regular supervision is maintained over all working personnel. It is the bidder's responsibility to see that all their activities are properly coordinated with the TVDSB's operations and modify assignments as required.		

FIRM NAME : _____

SIGNATURE : _____

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5.1.20	This bid document is being issued pursuant to the TVDSB's Purchasing Policies and Procedures.		
5.2	CANCELLATION OF CONTRACT / LOSS OF SERVICE		
5.2.1	The TVDSB reserves the right to terminate this contract within 30 days written notice if, in its opinion, the successful bidder(s) fails to meet the terms and conditions of the contract. Notwithstanding the termination of the contract, the successful bidder(s) shall remain responsible for its obligations under this contract up to the date of termination. The TVDSB reserves the right to commence an action in a court of competent jurisdiction against the successful bidder(s) for damages that result from the breach of the terms and conditions of the contract, by the successful bidder(s).		
5.2.2	The TVDSB shall have the right to retain and set off from any monies payable to the successful bidder(s) under the contract the total outstanding amount from time to time and for all damage claims by the TVDSB or any third parties arising out of this contract which have not been resolved by the successful bidder(s) or its insurer.		
5.2.3	The TVDSB reserves the right to withhold monies owing under a contract to the value of the obligation to a maximum of the monies owing to the successful bidder(s) for any indebtedness of the supplier that may impact on the TVDSB.		
5.2.4	The successful bidder(s) shall be responsible for ensuring continuous delivery of the goods and services in the event of a labour disruption by either, the successful bidder(s), the TVDSB's staff or third party interruptions.		
5.2.5	In the event that the successful bidder(s) becomes insolvent, and/or the successful bidder(s) is unable or unwilling to provide the contracted service for a period of more than 30 consecutive days during the period of the contract, the TVDSB shall have the right to replace the successful bidder(s) with another service provider suitable to the TVDSB in addition to all of its other rights pursuant to the term of this bid.		
5.3	FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT		
5.3.1	Bidders agree that all documentation and information contained in any bid submissions and any addendum that becomes the property of the TVDSB shall be subject to disclosure pursuant to an application pursuant to a Municipal Freedom of Information and Protection of Privacy Act request for disclosure. Notwithstanding that a bid submission or an addendum may contain a trade secret of the bidder, intellectual property right of the bidder, or scientific, technical, commercial, pricing or other financial or labour relations information or any other similar secret.		

FIRM NAME : _____

SIGNATURE : _____

ITEM NO.	TERMS AND CONDITIONS	WILL COMPLY/WILL NOT COMPLY	COMMENT
5.3.2	A bidder specifically consents to the disclosure of any and all information contained in their bid submission or any addendum pursuant to a request for disclosure pursuant to a Municipal Freedom of Information and Protection of Privacy Act and such consent shall be considered a consent given pursuant to Subsection 10(2) of the said Act. Notwithstanding the aforesaid, the bidder assigns all rights, titles and interests that they have in the bid submission, and any addendum to the TVDSB, including the right to copy and/or publish the same as the TVDSB sees fit, notwithstanding that no request for disclosure is made pursuant to the Municipal Freedom of Information and Protection of Privacy Act.		
5.3.3	All bidders agree not to disclose any information provided by the TVDSB in this bid document to any third party without the written consent of the TVDSB.		
5.4	HUMAN RIGHTS AND CHILD LABOUR LAWS		
5.4.1	Any infringement on human rights, but namely those of children, is of considerable concern to the TVDSB. Bidders wishing to do business with the TVDSB are asked to promote the purchase of goods from companies that operate in full compliance with the laws of their respective countries and with all applicable child labour laws, rules and regulations related to hiring, wages, hours worked, overtime and working conditions.		
5.4.2	Bidders should indicate your firm's policy and present practices and procedures in place to encourage promotion of this objective.		
5.4.3	For bidders information the web site address of the International Labour Organization and its objectives toward the abolition of child labour is:		
5.4.3.1	http://www.ilo.org		
5.4.3.2	http://www.ilo.org/public/english/comp/child/policy/towards.htm		
5.5	HEALTH, SAFETY REGULATIONS		
5.5.1	All equipment requiring approval (Hydro One, C.S.A., ULC., etc.) must be completely assembled and must bear label showing approval of assembly prior to delivery. The TVDSB shall not accept any equipment that has not been inspected and approved. If not so approved, the TVDSB reserves the right to invoice the successful bidder(s) for the cost of certification/replacement.		
5.5.2	Every person who supplies any machine, device, tool, equipment or service to the TVDSB must ensure that the machine, device, tool, equipment or service complies with the Occupational Health and Safety Act and Regulations of Industrial Establishments. The burden of proof rests with the supplier.		
5.5.3	The Ministry of Education and Training and the Ministry of Health provides regulations specifying which substances/ products are not acceptable. If applicable, the successful bidder(s) must supply MATERIAL SAFETY DATA SHEETS providing us with the breakdown of components for any products used in our facilities with every shipment.		

FIRM NAME : _____

SIGNATURE : _____

ITEM NO.	TERMS AND CONDITIONS	WILL COMPLY/WILL NOT COMPLY	COMMENT
5.5.4	The Occupational Health and Safety Act describes the responsibilities of an employer. The TVDSB requires contractors maintain procedures, training and enforcement so that the responsibilities are carried out at our workplace. The contract shall abide by and strictly adhere to the regulations and conditions set out and laid down by the most current versions of the Occupational Health and Safety Act, 1990, Chapter 0-1. Their workers must be trained in WHIMS in accordance with Occupational Health and Safety Act Regulations. They must adhere to all of the TVDSB's Health and Safety Policy, Procedures and Guidelines and Municipal Bylaws.		
5.5.6	No supplier will be awarded any product that requires a Material Safety Data Sheet unless the bidder complies with the conditions above.		
5.5.6	The TVDSB reserves the right to request a copy of a bidder's Health & Safety Policy, Procedures and Guidelines.		
5.5.7	Where applicable, the TVDSB will give preference to products made with non-natural rubber latex (synthetic rubber latex). Bidders must indicate any products containing natural rubber latex and its percentage content.		
5.7	COMMERCIAL LIABILITY INSURANCE		
5.7.1	The successful bidder(s) must be covered by Commercial General Liability Insurance throughout the term of the contract. Each bidder must state if it has Commercial General Liability Insurance Coverage.		
5.7.2	Each bidder should show proof with the submission of this bid that upon the award of this contract that it will be covered by Commercial Liability Insurance coverage with limits of \$2 million per occurrence for liability (by way of primary coverage and/or Umbrella Coverage and/or otherwise), arising at law for damages caused by reason of bodily injury (including death) or damage to property by its employees or subcontractors. If the bidder does not presently have \$2 million per occurrence of Commercial Liability Insurance coverage, the bidder shall provide a written assurance from his insurer or agent on the insurer's or agent's letterhead that liability insurance limits will be increased to \$2 million per occurrence from the commencement of the contract should the contract be awarded to the bidder. The successful bidder(s) further agrees to maintain good standing throughout the term of the contract. The TVDSB reserves the right to request proof of coverage any time throughout the duration of the contract.		
5.7.2.1	This liability policy shall contain the following coverage:		
5.7.2.2	Personal Injury & Property Damage		
5.7.2.3	Non-Owned Automobile Liability		
5.7.2.4	Owners and Contractors Protective Coverage		
5.7.2.5	Contractual Liability		
5.7.2.6	Broad Form Property Damage		

FIRM NAME : _____

SIGNATURE : _____

ITEM NO.	TERMS AND CONDITIONS	WILL COMPLY/WILL NOT COMPLY	COMMENT
5.7.2.7	Products & Completed Operation Insurance		
5.7.2.8	Contingent Employees Liability		
5.7.2.9	Cross Liability Clause and Severability of Interest Clause		
5.7.3	Upon an award to the successful bidder(s) by the TVDSB, the successful bidder(s) shall be required to submit certification in a form satisfactory to the TVDSB of the above-mentioned coverage to protect the TVDSB against claims for property damages and personal injuries, including accidental death, caused by the successful bidder(s) or its employees or subcontractors during the performance of its obligations under the contract.		
5.7.4	The successful bidder(s) agrees to indemnify, hold harmless and defend the TVDSB from and against any and all liability for loss, damage and expense, which the TVDSB may suffer or for which the TVDSB may be held liable by reason or injury (including death) or damage to any property arising out of negligent or willful acts on the part of the successful bidder(s) or any of its representatives or employees or subcontractors in the execution of the work performed or from defects in the equipment supplied.		
5.8	MOTOR VEHICLE LIABILITY INSURANCE		
5.8.1	Bidders must state if its own vehicles and/or those vehicles owned by its employees or subcontractors shall operate on the property of the TVDSB.		
5.8.2	In the event of an affirmative answer to 5.8.1, the successful bidders must be covered by Automobile Liability Insurance through the term of the Contract. If the bidder's employees or subcontractors will operate their own vehicles during the contract then they must maintain the same Automobile Liability Coverage as the bidder. Each bidder must state if it or its employees or subcontractors have Automobile Liability Insurance Coverage. Sub clauses also subsection 5.8.3 to subsection 5.8.4 applies to those employees or subcontractors who operate their own automobiles on the property of the TVDSB.		
5.8.3	Bidders should show proof with the submission of this bid, that upon the award of this contract that it will be covered by Automobile Liability Insurance with coverage limits of \$2 million (Commercial and \$1million on all personally owned vehicles)per occurrence for liability arising at law for damages caused by reason or bodily injury (including death) or damage to property by its employees or subcontractors. If the bidder does not presently have \$2 million per occurrence of Automobile Liability Insurance Coverage, the bidder shall provide a written assurance from his insurer or agent on the insurer's or the agent's letterhead that liability insurance limits will be increased to \$2 million for Commercial Vehicles and \$1 million personally owned vehicles per occurrence from the commencement of the contract and annually thereafter for the term of the contract, should the contract be awarded to the bidder. The successful bidder(s) further agrees to maintain that good standing throughout the term of the contract.		

FIRM NAME : _____

SIGNATURE : _____

ITEM NO.	TERMS AND CONDITIONS	WILL COMPLY/WILL NOT COMPLY	COMMENT
5.8.3.1	The TVDSB reserves the right to request proof of coverage anytime throughout the duration of the contract. This liability policy shall contain the following coverage:		
5.8.3.2	Third Party Liability Coverage in the form of OAP-1		
5.8.4	Upon an award to the successful bidder(s) by the TVDSB, the successful bidder(s) shall be required to submit certification in a form satisfactory to the TVDSB of the above-mentioned coverage to protect the TVDSB against claims for property damage and personal injuries, including accidental death, caused by the successful bidder(s) or its employees or subcontractors during the performance of its obligations under the contract by way of the ownership or operation of an automobile.		
5.8.5	The successful bidder(s) agrees to indemnify, hold harmless, and defend, the TVDSB from and against any and all liability for loss, damage and expense, which the TVDSB may suffer or for which the TVDSB may be held liable by reason of injury (including death) or damage to any property arising out of negligence on the party of the successful bidder(s) or any of its representatives or employees by way of the ownership or operation of an automobile.		
6.0	BIDDER PROFILE		
6.1	REFERENCES		
6.1.1	New bidders should provide a minimum of three references where you have successfully provided goods and or services similar to this bid document. The reference should contain the following information:		
6.1.1.1	Reference 1 - Company Name:		
6.1.1.2	Reference 1 - Address:		
6.1.1.3	Reference 1 - Contact Name:		
6.1.1.4	Reference 1 - Phone Number:		
6.1.1.5	Reference 1 - Fax Number:		
6.1.1.6	Reference 1 - e-mail address:		
6.1.1.7	Reference 2 - Company Name:		
6.1.1.8	Reference 2 - Address:		
6.1.1.9	Reference 2 - Contact Name:		
6.1.1.10	Reference 2 - Phone Number:		
6.1.1.11	Reference 2 - Fax Number:		
6.1.1.12	Reference 2 - e-mail address:		
6.1.1.13	Reference 3 - Company Name:		
6.1.1.14	Reference 3 - Address:		
6.1.1.15	Reference 3 - Contact Name:		
6.1.1.16	Reference 3 - Phone Number:		
6.1.1.17	Reference 3 - Fax Number:		
6.1.1.18	Reference 3 - e-mail address:		

FIRM NAME : _____

SIGNATURE : _____

ITEM NO.	TERMS AND CONDITIONS	WILL COMPLY/WILL NOT COMPLY	COMMENT
6.2	ADMINISTRATION & ORGANIZATION		
6.2.2	The TVDSB reserves the right at any time after the closing date, to request from any bidder evidence of its financial standing and stability, including that of each of its officers, directors and principals. All bidders agree to provide at their own expense all such above-related information as may be requested by the TVDSB within four (4) days of the date of any such request.		
6.2.3	Bidders are required to list any and all pending or ongoing legal claims or disputes where the bidder could individually or in combination with other claims, suffer a potential economic loss greater than \$100,000.00.		
6.2.4	Bidders must state location of their distribution centre.		
6.2.8	Bidders must state if the staff involved in the execution of this contract are employees or subcontractors.		
7.0	BID SUBMISSION		
7.1	BIDDER'S RESPONSE GUIDE		
7.1.1	Each bid submission should be structured using only the criteria identified in this bid document. When submitting bids, bidders should use the same numbering format, as on this bid document.		
7.1.2	The bid submission must include:		
7.1.2.1	Printed and signed copy of Appendices236		
7.1.3	Signed copy of Bid Report		
7.1.3.1	One Diskette or CD with files created in "Disk Creation" "Seven (7) Files See Electronic Bid Instructions - Section 9.		
7.1.3.2	2011236.rpt		
7.1.3.3	2011236a.dbf		
7.1.3.4	2011236g.dbf		
7.1.3.5	2011236v.dbf		
7.1.3.6	2011236a.cdx		
7.1.3.7	2011236g.cdx,		
7.1.3.8	2011236v.cdx		
7.1.3.9	Appendices236 - Terms & Conditions in Excel format - Electronic Response Required		
7.1.4	It is the bidders responsibility to ensure that the necessary "files" are on the diskette or CD.		
7.1.5	Failure to respond in electronic format will deem the bid noncompliant.		
7.1.6	All bid documents should be submitted in an envelope marked with the bid name and number (as set out in Section 9.9 - Labeling Instructions).		
7.1.7	Bidders' submissions should include page numbers for ease of reference by committee members.		

FIRM NAME : _____

SIGNATURE : _____

ITEM NO.	TERMS AND CONDITIONS	WILL COMPLY/WILL NOT COMPLY	COMMENT
7.1.8	The specifications and pricing section of the bid submission should not make reference to supplemental materials.		
7.1.9	Supplemental materials will not qualify as substitutes for direct responses to the bid's requirements unless specifically requested.		
8.0	AWARD		
8.1	EVALUATION PROCESS		
8.1.1	An evaluation committee will be established to evaluate bid submissions.		
8.1.2	All bid submissions will first be evaluated on their compliance with the requirements of this bid document.		
8.1.3	All compliant bid submissions will be evaluated by a TVDSB evaluation committee based on the following evaluation criteria:		
8.1.3.1	Price		
8.1.3.2	Compliance with Specifications		
8.1.4	Compliant bidders may be requested to make a presentation of their bid for clarification only. No alteration of your submission will be permitted. Notification will be given to qualified bidders as to the time and place. The presentation shall be at the expense of the bidder.		
8.1.5	Delivery, lead times, service, performance record, and the value of the overall award will also be taken into consideration when awarding this contract.		
8.1.6	The determination of equal quality will be based on our internal professional opinions.		
8.2	AWARD AND NOTIFICATION OF CONTRACT		
8.2.1	The results of this bid will be posted to the TVDSB web site as soon as decisions have been made:		
8.2.1.1	www.tvdsb.on.ca		
8.2.1.2	"Purchasing Bids"		
8.2.1.3	"Electronic Bidding Instructions, Bid Download and Bid Results",		
8.2.1.4	Scroll to the end of the document, click		
8.2.1.5	"Proceed to inquiry/download page".		
8.2.1.6	Proceed to the Bid, click		
8.2.1.7	"Results - Check Mark"		
8.2.1.8	View documents in PDF format.		
8.2.2	All bid files are available for downloading at no charge from the TVDSB web site.		

Gary Keathley
Purchasing Department

Terry Roberts
Chairperson

FIRM NAME : _____

SIGNATURE : _____

ITEM NO.	TERMS AND CONDITIONS	WILL COMPLY/WILL NOT COMPLY	COMMENT
9.0	ELECTRONIC BIDDING INSTRUCTIONS		
9.1	DOWNLOADING BID DOCUMENTS		
9.1.1	All documents are available from the TVDSB Web Site at www.tvdsb.on.ca		
9.1.2	Click "Purchasing - Bids" icon		
9.1.3	Click "Electronic Bidding Instructions, Bid Download and Bid Results" or "Bids"		
9.1.4	Read instructions		
9.1.5	Click "Proceed to Inquiry/Download page"		
9.1.6	Click on the "Name of the Bid" to view documents in PDF format.		
9.1.7	Click on the "NEW" logo to download the executable files for preparing and submitting your bid.		
9.1.8	All bid files are available for downloading at no charge from the TVDSB web site.		
9.2	PRINTING COPIES OF BID DOCUMENTS		
9.2.1	To print a working copy of any bid document - Click on the "name of the Bid" to print documents in PDF format.		
9.3	COMPUTER SYSTEM REQUIREMENTS		
9.3.1	To use the electronic system, bidders must have the following equipment:		
9.3.1.1	Microsoft Windows, version 95 or greater		
9.3.1.2	2.5 MB available hard drive space		
9.3.1.3	3 ½ 1.44 MB diskette drive or CD Burner.		
9.4	INSTALLATION OF BID PROGRAM ONTO YOUR COMPUTER:		
9.4.1	The TVDSB has made every effort to ensure the files are free of any virus and are functional. However, in safe computing practice, you are responsible for checking the files on your own virus checker to ensure it is free of any virus.		
9.4.2	Download the executables from our Web Site as shown above. Double click on the "NEW" logo for the executable file. Follow the instructions.		
9.4.3	The bid files are installed into a default directory called C:\LBTENDER. When the installation process is complete, a box will appear with a "Remove Thames Valley District School Board Tender icon"; please close this box. When the setup is complete, click close.		
9.4.4	To begin the Bid Program:		
9.4.4.1	Go to Windows Explorer		
9.4.4.2	Click on C:\ drive		
9.4.4.3	Open the folder "lbtender"		
9.4.4.4	Double click on the "tender.exe file." to open the program.		
9.4.4.5	The following files will be installed in the C:\lbtender directory		
9.4.4.6	Appendices236.xls		
9.4.5	To start the process open the Excel files and complete as instructed.		
9.5	HELP SECTION AND TIPS FOR USING THE BID PROGRAM		

FIRM NAME : _____

SIGNATURE : _____

ITEM NO.	TERMS AND CONDITIONS	WILL COMPLY/WILL NOT COMPLY	COMMENT
9.5.1	The "Help" section may be referred to at any time while using the program.		
9.5.2	Bidders MUST answer all questions on the Company Information Screen before you can proceed.		
9.5.3	If you do not wish to bid on an item, do not enter "NO BID"; just ignore that item and move onto the next. If you add a bid, you must enter a price (\$0.00 is not valid).		
9.6	BID REPORT		
9.6.1	Use the "Bid Report" option on the menu to create a report showing your bids. If any changes are made after printing the "Bid Report", you must reprint the "Bid Report" before you can create your diskette or CD.		
9.6.2	The first page of the "Bid Report" will list any items that require answers to questions. The diskette or CD cannot be created until the answers are entered and the "Bid Report" is generated again.		
9.7	DISKETTE OR CD CREATION:		
9.7.1	DISKETTE CREATION		
9.7.1.1	After all bids have been entered:		
9.7.1.2	Select "Diskette Creation" to copy the data files back to a blank 3.5" diskette.		
9.7.1.3	Select your "input" (The hard drive where the Bid Executable files were installed. The program defaults to C:\lbtender folder)		
9.7.1.4	Select output (3.5" floppy drive)		
9.7.1.5	Click "O.K. to Continue" (at the top of the screen). After the files are loaded, the "Bids for Tender Screen" will appear		
9.7.1.6	Click "Exit" at the top of the screen.		
9.7.1.7	If diskette creation fails check Bid Report for any unanswered questions. Be sure to label your diskette with company name and signature.		
9.7.2	CD CREATION		
9.7.2.1	After all bids have been entered:		
9.7.2.2	Select "Diskette Creation" to copy the data files back to any computer hard drive.		
9.7.2.3	Select "input" The hard drive where the Bid Executable files were installed. The program defaults to C:\lbtender folder)		
9.7.2.4	Select output drive - MUST BE A DIFFERENT DRIVE THAN THE INPUT DRIVE (The hard drive for output from which you can copy the seven files to CD)		
9.7.2.5	Click on "O.K. to Continue" (at the top of the screen). After the files are loaded, the "Bids for Tender Screen" will appear.		
9.7.2.6	Click on "Exit" at the top of the screen		
9.7.2.7	Copy the seven files from the hard drive to a CD using your company's standard CD Writing program.		

FIRM NAME : _____

SIGNATURE : _____

ITEM NO.	TERMS AND CONDITIONS	WILL COMPLY/WILL NOT COMPLY	COMMENT
9.7.2.8	If the seven files are not created check the Bid Report for any unanswered questions. Be sure to label your CD with company name and signature.		
9.7.3	A message may appear, "NO COMMENT REPORT FOUND." Please ignore this, press "Ok" to continue.		
9.7.4	If you did not bid on any items requiring an answer, a message will appear "NO ANSWER RECORDS FOUND." Press "OK" to continue.		
9.8	THE RETURN DISKETTE OR CD:		
9.8.1	Check to ensure that the "eight (8) files" are on the diskette or CD. Without these files we will be unable to download your bid. To check that the eight files have been created, go to Windows Explorer and double click on 3.5" drive or CD Drive. The eight (8) files are as follows:		
9.8.1.1	2011236a.dbf		
9.8.1.2	2011236g.dbf		
9.8.1.3	2011236v.dbf		
9.8.1.4	2011236a.cdx		
9.8.1.5	2011236g.cdx		
9.8.1.6	2011236v.cdx		
9.8.1.7	2011236.rpt		
9.8.1.8	Appendices236.xls		
9.8.2	However, if you did not bid on any items requiring "answers to questions" you will have seven (7) files. You will not have a 2011236.rpt file. If the above files are not on the diskette or CD return to "Diskette Creation" option.		
9.9	LABELING OF ENVELOPE AND DISK		
9.9.1	ADDRESS BID ENVELOPE AS SHOWN BELOW:		
9.9.2	From - Company Name & Address		
9.9.3	To:OFFICE OF THE TENDERS CLERK		
9.9.4	Thames Valley District School Board		
9.9.5	EDUCATION CENTRE,		
9.9.6	1250 Dundas Street,		
9.9.7	LONDON, Ontario		
9.9.8	N5W 5P2		
9.9.9	Medical Supplies		
9.9.10	2011 #236		
9.9.11	Return Date: 12:00:00 noon local time Tuesday, April 27, 2010		
9.10	PLEASE AFFIX LABEL ON DISK AS SHOWN BELOW:		
9.10.1	THAMES VALLEY DISTRICT SCHOOL BOARD		
9.10.2	Medical Supplies		
9.10.3	2011 #236		

FIRM NAME : _____

SIGNATURE : _____

ITEM NO.	TERMS AND CONDITIONS	WILL COMPLY/WILL NOT COMPLY	COMMENT
9.10.4	Return Date: 12:00:00 noon local time Tuesday, April 27, 2010		
9.10.5	Signature:		
9.10.6	Firm Name:		
10.0	SIGNATURE PAGE		
10.1	This section must be completed, signed, and included with your submission for your bid to be accepted.		
10.2	I hereby acknowledge and agree that I have read and completed all of the preceding Contract Terms and Conditions and all Appendices. All required Appendices are included in our bid submission.		
10.3	I/We the undersigned are duly authorized to execute this Bid Submission on behalf of:		
10.4	NAME (Please print):		
10.5	TITLE:		
10.6	SIGNATURE:		
10.7	FIRM NAME:		
10.8	State the legal entity that your organization operates under:		
10.8.1	Proprietorship		
10.8.2	Partnership		
10.8.3	Corporation		
10.9	If your organization is incorporated, bidders must state the jurisdiction in which the corporation was originally incorporated in:		
10.9.1	Name of each individual Partner or Correct Legal Name of Corporation:		
10.9.2	E-MAIL ADDRESS:		
10.9.3	ADDRESS:		
10.9.4	INTERNET ADDRESS:		
10.9.5	TELEPHONE NO.:		
10.9.6	FAX NO.:		
10.10	If subcontracting , bidders must provide the correct legal name for any sub contractor, their full personal name and address, telephone number, fax number, as well as the name(s) of appropriate contact persons (with whom the TVDSB may consult regarding this bid with whom the bidder enters into a contract(s) with to carry out any portion of this contract:		
10.10.1	Firm Name:		
10.10.2	Firm Address:		
10.10.3	Telephone Number:		
10.10.4	Fax Number:		
10.10.5	E-MAIL ADDRESS:		

FIRM NAME : _____

SIGNATURE : _____



Thames Valley District School Board

3/31/2010

Tender Details - Tender # 236

Item	Product #	Description	Quantity	Unit of Measure
1	242203	ALCOHOL - WIPES - ANTISEPTIC CLEANSING -individually packaged Webcol H520-K63001, Prism PPMED00016-200 or equivalent MATERIAL SAFETY DATA SHEET REQUIRED State number per box: _____ State minimum order quantity: _____ State shelf life: _____	26	PK200
2	242177	BANDAGE - BUTTERFLY CLOSURE -SMALL - 1/2" x 2 3/4" - No adhesive around padding Safeway F1581760 or equivalent SAMPLE MUST BE SUBMITTED WITH TENDER State number per box: ____ State minimum order quantity: ____ State shelf life: _____	22	BX100
3	242233	BANDAGE - FINGERTIP LARGE - 1-3/4" x 3" -Non-stick pad to protect and cushion -Seal all around the wound and prevent contamination - No adhesive around the padding SAMPLE MUST BE SUBMITTED WITH TENDER State number per box: ____ State minimum order quantity: ____ State shelf life: _____	140	BX100
4	242232	BANDAGE - FINGERTIP - FABRIC SMALL - 1-3/4" X 2" -Non-stick pad to protect and cushion -Seal all around the wound and prevent contamination - No adhesive around the padding SAMPLE MUST BE SUBMITTED WITH TENDER State number per box: ____ State minimum order quantity: ____ State shelf life: _____	100	BX100
5	242235	BANDAGE - PRESSURE/COMPRESS -individually wrapped and sterilized -4" x 4" Safecross #31505131 or equivalent State number per box: ____ State minimum order quantity: ____ State shelf life: _____	200	EACH
6	242214	BANDAGE - SURGICAL GAUZE ROLL -sterilized	470	ROLL

Item	Product #	Description	Quantity	Unit of Measure
6	242214	-individually packaged rolls -1" wide x 10 yard roll Safeway #700691 or equivalent State length of roll: _____ State number per box: ____ State minimum order quantity: ____ State shelf life: _____	470	ROLL
7	242215	BANDAGE - SURGICAL GAUZE ROLL -sterilized -individually packaged rolls -2" wide Safeway #700692 or equivalent State length of roll: _____ State number per box: ____ State minimum order quantity: ____ State shelf life: _____	210	ROLL
8	242216	BANDAGE - SURGICAL GAUZE ROLL -sterilized -individually packaged rolls -3" wide x 10 yard roll Safeway #700693 or equivalent State length of roll: _____ State number per box: ____ State minimum order quantity: ____ State shelf life: _____	1	ROLL10YD
9	242217	BANDAGE - SURGICAL GAUZE ROLL -sterilized -individually packaged rolls -4" wide x 10 yard roll Safeway #700694 or equivalent State length of roll: _____ State number per box: ____ State minimum order quantity: ____ State shelf life: _____	230	ROLL
10	242236	BANDAGE - TENSOR -elastic woven with rubber wrapthread -washable without losing elasticity -c/w two metal tooth closures -2" wide x 5 yard long H520-K20002 ELASTIC BDGE 2"X5YD or equiv. State length of roll: _____ State number per box: ____ State minimum order quantity: _____	274	ROLL
11	242237	BANDAGE - TENSOR -elastic woven with rubber wrapthread -washable without losing elasticity -c/w two metal tooth closures -3" wide x 5 yard long H655-PM5-42003 ELAS. BDGE.3"X5YD or equiv. State length of roll: _____ State number per box: ____ State minimum order quantity: _____	40	ROLL

Item	Product #	Description	Quantity	Unit of Measure
12	242206	BANDAGE - TRIANGULAR SLING - 40" -unbleached cotton -individually boxed -c/w 2 safety pins Safety Supply 032D469 shrink wrapped, Safeway #70078L or equivalent State number per box: ____ State minimum order quantity: ____	380	EACH
13	242220	BANDAGES - BANDAIDS - FABRIC -individually wrapped -7/8" x 3" -Non-stick pad to protect and cushion -Seals all around the wound and prevents contamination -No adhesive around the padding SAMPLE MUST BE SUBMITTED WITH TENDER State number per box: ____ State minimum order quantity: ____ State shelf life: _____	314	BX100
14	242221	BANDAGES - BANDAIDS - PLASTIC -individually wrapped -3/4" x 3" -Non-stick pad to protect and cushion -Seal all around the wound and prevent contamination - No adhesive around the padding SAMPLE MUST BE SUBMITTED WITH TENDER State number per box: _____ State minimum order quantity: _____ State shelf life: _____	1000	BX100
15	242212	BLANKET - FIRST AID -60" X 71" -Grey Safeway #F6503401 or equivalent State fabric content: _____ State minimum order quantity: ____	26	EACH
16	242239	BOWL-KIDNEY SHAPE BASIN -stainless steel Safeway #F3561120 or equivalent State number per box: ____ State minimum order quantity: ____	44	EACH
17	128718	BOWL-STAINLESS STEEL-HAND & FOOT SOAK- KIDNEY SHAPE (1.5 L) -hand and foot soak -stainless steel Safecross #12366 (1.5 L) or equivalent State capacity in litres: ____ State number per box: ____ State minimum order quantity: ____	1	EACH
18	242242	COLD OR HOT PACK- COLD or HOT REUSABLE	1817	EACH

Item	Product #	Description	Quantity	Unit of Measure
18	242242	-6" X 10" -squeeze to activate Safecross/ 29612138 or equivalent MATERIAL SAFETY DATA SHEET REQUIRED SAMPLE MUST BE SUBMITTED WITH TENDER State number per box: ____ State minimum order quantity: ____ State shelf life: _____	1817	EACH
19	242224	COLD PACKS-INSTANT COLD - NON REUSABLE -6" X 10" -squeeze to activate Safecross / 29612136 or equivalent MATERIAL SAFETY DATA SHEET REQUIRED State number per box: ____ State minimum order quantity: ____ State shelf life: _____	2798	EACH
20	242243	COMB - DERBAC - PLASTIC - 3-1/2" long Medical Technology Realmart - PLASTIC, M602-498139 LICE COMB - or equivalent SAMPLE MUST BE SUBMITTED WITH TENDER State number per box: ____ State minimum order quantity: _____	264	EACH
21	242211	COTTON SWAB - 3" LONG Safeway #700830 or equivalent State number per box: ____ State minimum order quantity: _____	10	PK100
22	242176	CPR RESCUE BREATHER -Silicone diaphragm -one-way isolation valve 15/22mm -c/w built-in patient expiratory port and semi-transparent face shield Safecross #17486 or equivalent State number per box: ____ State minimum order quantity: _____	73	EACH
23	242245	CUP - PAPER -4.5 oz. -cone shape -rolled safety rim Genpak # 42F or equivalent State number per sleeve: _____ State number of tubes per sleeve: _____ State minimum order quantity: _____	14	TUBE
24	128702	EAR PLUGS - FOAM - uncorded -slow recovery PVC foam -pillow pack Aearo Canada / 17380, E-A-R Classic or equivalent State number of pairs per box: ____ State minimum order quantity: _____	1	BOX/200PR

Item	Product #	Description	Quantity	Unit of Measure
25	242249	EYE PAD -4 x 6 cm -individually wrapped H520-K91650 CURITY or equivalent State number per box: ____ State minimum order quantity: ____ State shelf life: _____	30	PKG50
26	242244	EYE WASH CUP -plastic -for use in washing eyes to remove foreign particles Safeway #007551 or equivalent State number per box: ____ State minimum order quantity: _____	246	EACH
27	242250	EYE WASH FLUID J280-JF7634 NORMAL SALINE or equivalent MATERIAL SAFETY DATA SHEET REQUIRED State number of litres per bottle: ____ State minimum order quantity: ____ State shelf life: _____	41	LITRE
28	128023	EYE WASH STATION -highly visible moulded plastic wall-mounted board -quick release access to solution -1 litre squeeze bottle c/w built-in eye-cup and drain tube -cup remains covered until needed -easy to follow instructions are printed on the wall mount board and the squeeze bottle Latoplast #301406 or equivalent	2	EACH
29	242190	FACIAL TISSUE -12 cm x 20 cm -2 ply MDCV-05780002966 LB TISSUE or equivalent State number per box: ____ State minimum order quantity: _____	2000	BX144
30	128719	FEVER STRIPS FA/14-601 or equivalent State number per pkg: ____ State minimum order quantity: ____ State shelf life: _____	1	PKG/12
31	128704	FIRST AID KIT - PORTABLE -heavy weight nylon tote with dual handles to include: -1 pair universal scissors -1 splinter tweezers -12 adhesive bandages -1 roll adhesive tape, 1.5" x5 yd -1 roll gauze bandage, 2" x 5 yd -3 sterile gauze pads, 3" x 3" -2 triangular bandages	3	EACH

Item	Product #	Description	Quantity	Unit of Measure
31	128704	-1 sterile surgical pad suitable for -3 sterile strips(butterfly wound closures) -instant cold packs -5 antiseptic towelettes -1 St. John's Ambulance emergency first aid book (small) -1 tensor bandage - 2" -1 tensor bandage - 4" -2 pairs disposable gloves SAMPLE MUST BE SUBMITTED WITH TENDER State minimum order quantity:	3	EACH
32	128705	FIRST AID KIT -heavy duty plastic container to include: -1 pair universal scissors -1 splinter tweezers -48 adhesive bandages, individually wrapped -2 rolls of adhesive tape, 1.5" wide -12 rolls of 1" gauze bandage -48 sterile gauze pads, 3" x 3" -8 rolls of 2" gauze bandage -8 rolls of 4" gauze bandage individually wrapped -6 sterile surgical pads suitable for pressure dressings, individually wrapped -12 triangular bandages-splints of assorted sizes -2 rolls of splint padding -6 sterile strips(butterfly wound closures) -1 St. John Ambulance emergency first aid book (small) -15 antiseptic towelettes -24 safety pins (small and large) -1 basin, preferably stainless steel -6 pair disposable gloves -2 tensors - 2" -2 tensors - 4" SAMPLE MUST BE SUBMITTED WITH TENDER State minimum order quantity:	10	EACH
33	242200	FIRST AID STATION -metal or plastic wall mount box -approximate specifications: 14" x 10" x 3" -c/w following contents: -1 St. John's Ambulance emergency first aid book (small) -1 pair 4" scissors -1 pair tweezers -100 small finger tip bandages -100 large finger tip bandages -1 box regular bandages -2 rolls adhesive tape 1" -12 rolls gauze bandage 1" -8 rolls gauze bandage 2" -8 rolls gauze bandage 4" -1 CPR mouth cover -48 - 3" sterile pads -24 safety pins -12 triangular bandages (sling) -2 rolls of splint padding -1 package splints - assorted sizes -1 bottle 3% hydrogen peroxide -4 instant cold packs	48	EACH

Item	Product #	Description	Quantity	Unit of Measure
33	242200	-1 stainless steel basin -10 pair disposable gloves SAMPLE MUST BE SUBMITTED WITH TENDER State minimum order quantity: _____	48	EACH
34	242192	FLASHLIGHT -penlight -reusable -battery included Safeway #898050 or equivalent SAMPLE MUST BE SUBMITTED WITH TENDER State number per box: ____ State minimum order quantity: _____	40	EACH
35	242193	FORCEPS/TWEEZERS -general purpose -3-1/2" long and fine -stainless steel -narrow rounded points Safeway #702210, or equivalent State number per box: ____ State minimum order quantity: _____	140	PAIR
36	242254	GLOVES - EXAMINATION - VINYL - NON-POWDERED -Large Ansell, Alpine Vinyl Exam Glove N/S or equivalent MATERIAL SAFETY DATA SHEET REQUIRED SAMPLE MUST BE SUBMITTED WITH TENDER State number per box: ____ State minimum order quantity: ____ State shelf life _____	302	BX100
37	242252	GLOVES-EXAMINATION-VINYL-NON-POWDERED -Small Ansell, Alpine Vinyl Exam Glove N/S or equivalent MATERIAL SAFETY DATA SHEET REQUIRED SAMPLE MUST BE SUBMITTED WITH TENDER State number per box: ____ State minimum order quantity: ____ State shelf life _____	117	BX100
38	242253	GLOVES-EXAMINATION-VINYL-NON-POWDERED -Medium Ansell, Alpine Vinyl Exam Glove or equivalent SAMPLE MUST BE SUBMITTED WITH TENDER State number per box: ____ State minimum order quantity: ____ State shelf life _____	1303	BX100
39	242199	HEAD LICE SHAMPOO -with cream rinse -c/w nit comb -for killing head lice R & C 641, M602-305136 R&C SHP/CON COMB 50 or equiv.	1529	50ML

Item	Product #	Description	Quantity	Unit of Measure
39	242199	MATERIAL SAFETY DATA SHEET REQUIRED State number of ml per bottle: ____ State number of bottles per case: ____ State minimum order quantity: ____ State shelf life: _____	1529	50ML
40	242213	M602-613869 RAYONELLE PUFFS or equivalent COTTON - ABSORBENT FLUFFS-300 per bag -firm and uniform in weight and size State number per bag: ____ State minimum order quantity: ____ State number of bags per box: _____	58	PK300
41	242194	MAGNIFYING GLASS - SMALL -Lighted Luxo Lamp, M602-953547-PS9016, or equivalent State number per box: ____ State minimum order quantity: _____	55	EACH
42	242195	MANUAL - FIRST AID POCKET BOOK SAMPLE MUST BE SUBMITTED WITH TENDER State number per box: ____ State minimum order quantity: _____	80	EACH
43	242196	NAPKIN - SANITARY -beltless, c/w adhesive strips Maxithins #420-0101350 or equivalent State number per box: ____ State minimum order quantity: ____ State number of boxes per case: _____	1	PKG20
44	242205	PAD - STERILE ABSORBENT GAUZE -2" x 2" -individually packaged H655-PM3-302 STERILE GAUZE or equivalent State number per box: ____ State minimum order quantity: ____ State shelf life: _____	700	EACH
45	242207	PAD - STERILE ABSORBENT GAUZE -3" x 3" - 8 ply -individually packaged Safety House V1-4251-F, H655PM3-303 STERILE GAUZE or equivalent State number per box: ____ State minimum order quantity: ____ State shelf life: _____	1400	EACH
46	242208	PAD - STERILE ABSORBENT GAUZE -4" x 4" -individually packaged H655PM3-304 STERILE GAUZE or equivalent State number per box: ____ State minimum order quantity: ____ State shelf life: _____	600	EACH

Item	Product #	Description	Quantity	Unit of Measure
47	128720	PADS - TELFA -Sterile -individually wrapped -3" x 4" H520-K2132 TELFA STERILE or equivalent State number per pkg: ____ State minimum order quantity: ____ State shelf life: _____	1	PKG/100
48	242179	PADS - TELFA -Sterile -individually wrapped -2" x 3" H520-K1961 TELFA STERILE or equivalent State number per pkg: ____ State minimum order quantity: ____ State shelf life: _____	28	BX100
49	242198	PEROXIDE 3% MDCV-05780002671 LB H2O2 or equivalent MATERIAL SAFETY DATA SHEET REQUIRED State number of ml per bottle: _____ State minimum order quantity: ____ State shelf life: _____	94	450ML
50	242181	PILLOW -foam rubber -non toxic -approximately 14" x 24" Safeway #702580 or equivalent State number per box: ____ State minimum order quantity: _____	10	EACH
51	242180	PILLOW COVER -disposable -paper -24" x 30" Safeway #F6085760 or equivalent State number per box: ____ State minimum order quantity: _____	19	PKG25
52	242219	PINS - SAFETY - 2" -rustproof, nickel-plated steel J140-118452 SAFETY PINS #3 12'S or equiv. State number per box: ____ State minimum order quantity: _____	1	PKG/12
53	242218	PINS-SAFETY - 1", 1-1/2", 1-1/4" 4 of each 1",1-1/2",1-1/4" - total 12/pkg Rustproof - nickel-plated steel Safecross 10030 or equivalent State number per box: ____ State minimum order quantity: _____	200	PKG12
54	128879	PRIVACY SCREEN Sammons Preston C5603-84 or equivalent	4	EACH

Item	Product #	Description	Quantity	Unit of Measure
55	128725	REFLECTIVE TRAFFIC / SAFETY VEST - Orange mesh vest with 2" yellow reflector - Adjustable with Velcro for all sizes	124	EACH
56	280407	SAFETY GLASSES - PLASTIC FRAME -Poly lens, 52mm WAYNE #WS-21, Safeway #90110 or equivalent SAMPLE MUST BE SUBMITTED WITH TENDER State number per box: ____ State minimum order quantity: ____	240	PAIR
57	280406	SAFETY GLASSES - SCIENCE -(visitor's spectacle) -high impact VS9 -ANSI 287.1 CSA Z94.3 Safeway #W1080 or equivalent SAMPLE MUST BE SUBMITTED WITH TENDER State number per box: ____ State minimum order quantity: ____	1	PAIR
58	242222	SCISSORS - SURGICAL/BANDAGE -5 1/2" long, round tips -stainless steel Safeway #702230 or equivalent SAMPLE MUST BE SUBMITTED WITH TENDER State number per box: ____ State minimum order quantity: ____	1	EACH
59	242185	SPLINT - FINGER & TOE -package of assorted, light weight plastic Safecross # 14310 or equivalent State number per pkg: ____ State minimum order quantity: ____	100	PKG12
60	242184	SPLINT PADDING -4" X 8" Safecross 99014 or equivalent State number per box: ____ State minimum order quantity: ____	63	EACH
61	242197	TAMPON MDCV-05780002045 LB TAMPON or equivalent State number per box: ____ State minimum order quantity: ____	1	BOX20
62	242201	TAPE-ADHESIVE-MICROPORE -non-allergenic -1" Wide H595-15301 MICROPORE TAPE 1" or equivalent SAMPLE MUST BE SUBMITTED WITH TENDER State number of yards: ____ - State number per box: ____ State minimum order quantity: ____	228	ROLL
63	242209	TAPE-ADHESIVE-WATERPROOF-LEUKOPLAST -1" Wide	300	ROLL

Item	Product #	Description	Quantity	Unit of Measure
63	242209	Safecross / 31505420 or equivalent State number of yards: ____ State number per box: ____ State minimum order quantity: ____	300	ROLL
64	242202	TAPE-ADHESIVE-WATERPROOF-MICROPORE -non-allergenic -2" Wide H595-15302 MICROPORE TAPE 2" or equivalent State number of yards: ____ State number per box: ____ State minimum order quantity: ____	306	ROLL
65	242226	THERMOMETER - DISPOSABLE COVERS -Excel Universal Covers -Product Code 016-685 or equivalent -fits most electronic & glass thermometers State number per box: ____ State minimum order quantity: ____	1	PK/100
66	242225	THERMOMETER - FINGER GRIP STYLE -oral, fever, celsius -clear plastic -complies with national specifications for clinical thermometers -c/w case Safeway #004825 or equivalent SAMPLE MUST BE SUBMITTED WITH TENDER State number per box: ____ State minimum order quantity: ____	20	EACH
67	242227	THERMOMETER - OMRON - DIGITAL Model #AMG 016-638 or equivalent -oral, fever, celsius, clinical - c/w plastic case and 10 disposable covers SAMPLE MUST BE SUBMITTED WITH TENDER State number of covers: ____ State number per box: ____ State minimum order quantity: ____	33	EACH
68	128721	TRANSPARENT DRESSING - HIGH PERFORMANCE -high performance for use on moist skin -2-3/8" X 2-3/4" Safecross #07630 or equivalent State number per box: ____ State minimum order quantity: ____ State shelf life: ____	1	BOX/100
69	242188	VASELINE -tube Safecross #05973 (28.5 Gram) or equivalent MATERIAL SAFETY DATA SHEET REQUIRED State number of grams per tube: ____ State number of tubes per box: ____ State minimum order quantity: ____	1	TUBE
70	242189	WOODEN APPLICATOR - PLAIN -6" long	20	BOX/1000

Item	Product #	Descripton	Quantity	Unit of Measure
70	242189	-slim stick with pointed end (to be used when checking for lice) Safecross 14309 or equivalent State number per box: ____ State minimum order quantity: ____	20	BOX/1000