



THE STATE
of **ALASKA**
GOVERNOR BILL WALKER

Department of Corrections
DIVISION OF ADMINISTRATIVE SERVICES
Anchorage Procurement Section

550 W. 7th Avenue, Suite 1800
Anchorage, AK 99501-3569
Tele: 907.269.7344
Fax: 907.269.7345
Email: gary.bailey@alaska.gov

January 12, 2016

VENDORS LIST: **Medication Blister Cards and Labels**

Dear Vendor:

The Department of Corrections (DOC) has issued the following Invitation for Bid:

ITB# 2016-2000-3342

Medication Blister Cards and Labels

Anchorage, Alaska

This solicitation is to purchase medication blister cards and labels on an as needed basis as specified in the attached solicitation document.

It is the intent of the State to issue contract for the purchase of these items on or about February 15, 2016. A notice of intent to award will be issued on or about February 5, 2016. There is a mandatory 10 day protest period after the notice of Intent of award is issued.

The due date for bids is set for 2:00 p.m., February 2, 2016.

The attached ITB document contains all the information offerors should need in order to prepare and submit a bid in response to this solicitation.

You can also find it by visiting the State of Alaska website at www.state.ak.us and clicking on "View Public Notices", and then click "By Dept.", then "Corrections", and then click "Procurement". It is the vendor's responsibility to check the online posting site for any amendments that may be issued. The department will make every attempt to forward any changes or amendments to all who have registered with the procurement officer.

Thank you, in advance, for your interest in providing services for the Department of Corrections.

Sincerely,

ORIGINAL SIGNED

Gary Bailey
Procurement Officer



STATE OF ALASKA
Department Of Corrections
550 W. 7th Ave, Suite 1800
Anchorage, AK 99501-3569

INVITATION TO BID (ITB)

Medication Packaging Blister Cards / Labels

Health & Rehabilitation Services (Pharmacy)
Anchorage, Alaska

ITB # 2016-2000-3342

Date of Issue: January 12, 2016

Offerors Are Not Required To Return This Form.

Gary Bailey
Procurement Specialist II
Department of Corrections

INSTRUCTIONS TO BIDDERS:

1. INVITATION TO BID (ITB) REVIEW: Bidders shall carefully review this ITB for defects and questionable or objectionable material. Bidders' comments concerning defects and questionable or objectionable material in the ITB must be made in writing and received by the purchasing authority at least ten (10) days before the bid opening date. This will allow time for an amendment to be issued if one is required. It will also help prevent the opening of a defective bid, upon which award cannot be made, and the resultant exposure of bidders' prices. Bidders' original comments should be sent to the purchasing authority listed on the front of this ITB.

2. BID FORMS: Bidders shall use this and attached forms in submitting bids. A photocopied bid may be submitted.

3. SUBMITTING BIDS: Envelopes containing bids must be sealed, marked, and addressed as shown in the example below. Do not put the ITB number and opening date on the envelope of a request for bid information. Envelopes with ITB numbers annotated on the outside will not be opened until the scheduled date and time.

Bidder's Return Address

Department of Corrections
Division of Administrative Services
550 W. 7th Ave., Suite 1800
Anchorage, AK 99501-3569

ITB No.: 2016-2000-3342

Opening Date: February 5, 2016

ELECTRONIC BID SUBMISSION: Bids may be emailed to evan.patterson@alaska.gov, no later than the date and time listed on page one of this ITB as the deadline for receipt of bids, and must contain the ITB number in the subject line of the email. Emailed bids must be submitted as an attachment in PDF format. Please note that the **maximum** size of a single email (including all text and attachments) that can be received by the state is **20mb (megabytes)**. If the email containing the bid exceeds this size, the bid must be sent in multiple emails that are each less than 20 megabytes and each email must comply with the requirements described above. The state is not responsible for unreadable, corrupt, or missing attachments. It is the bidder's responsibility to contact the issuing office at (907) 269-7344 to confirm that the bid has been received. Failure to follow the above instructions may result in the bid being found non-responsive and rejected.

FAX BID SUBMISSION: Bids may be faxed to (907) 269-7345 Attn: Evan Patterson, no later than the date and time listed on page one of this ITB as the deadline for receipt of bids. It is the bidder's responsibility to contact the issuing office at (907) 269-7344 to make arrangements prior to faxing the bid and to confirm that the bid has been received. Failure to follow the above instructions may result in the bid being found non-responsive and rejected.

4. PRICES: The bidder shall state prices in the units of issue on this ITB. Prices quoted for commodities must be in U.S. funds and include applicable federal duty, brokerage fees, packaging, and transportation cost to the FOB point so that upon transfer of title the commodity can be utilized without further cost. Prices quoted for services must be quoted in U.S. funds and include applicable federal duty, brokerage fee, packaging, and transportation cost so that the services can be provided without further cost. Prices quoted in bids must be exclusive of federal, state, and local taxes. If the bidder believes that certain taxes are payable by the State, the bidder may list such taxes separately, directly below the bid price for the affected item. The State is exempt from Federal Excise Tax except the following:

- Coal - Internal Revenue Code of 1986 (IRC), Section 4121 - on the purchase of coal;
- "Gas Guzzler" - IRC, Section 4064 - on the purchase of low m.p.g. automobiles, except that police and other emergency type vehicles are not subject to the tax;
- Air Cargo - IRC, Section 4271 - on the purchase of property transportation services by air;
- Air Passenger - IRC, Section 4261 - on the purchase of passenger transportation services by air carriers.
- Leaking Underground Storage Tank Trust Fund Tax (LUST) - IRC, Section 4081 - on the purchase of Aviation gasoline, Diesel Fuel, Gasoline, and Kerosene.

5. VENDOR TAX ID NUMBER: If goods or services procured through this ITB are of a type that is required to be included on a Miscellaneous Tax Statement, as described in the Internal Revenue Code, a valid tax identification number must be provided to the State of Alaska before payment will be made.

6. FILING A PROTEST: A bidder may protest the award of a contract or the proposed award of a contract for supplies, services, or professional services. The protest must be filed in writing and include the following information: (1) the name, address, and telephone number of the protester; (2) the signature of the protester or the protester's representative; (3) identification of the contracting agency and the solicitation or contract at issue; (4) a detailed statement of the legal and factual grounds of the protest, including copies of relevant documents; and (5) the form of relief requested. Protests will be treated in accordance with Alaska Statutes (AS) 36.30.560-36.30.610.

CONDITIONS:

1. AUTHORITY: This ITB is written in accordance with AS 36.30 and 2 AAC 12.

2. COMPLIANCE: In the performance of a contract that results from this ITB, the contractor must comply with all applicable federal, state, and borough regulations, codes, and laws; be liable for all required insurance, licenses, permits and bonds; and pay all applicable federal, state, and borough taxes.

3. SUITABLE MATERIALS, ETC.: Unless otherwise specified, all materials, supplies or equipment offered by a bidder shall be new, unused, and of the latest edition, version, model or crop and of recent manufacture.

4. SPECIFICATIONS: Unless otherwise specified in the ITB, product brand names or model numbers specified in this ITB are examples of the type and quality of product required, and are not statements of preference. If the specifications describing an item conflict with a brand name or model number describing the item, the specifications govern. Reference to brand name or number does not preclude an offer of a comparable or better product, if full specifications and descriptive literature are provided for the product. Failure to provide such specifications and descriptive literature may be cause for rejection of the offer.

- 5. FIRM OFFER:** For the purpose of award, offers made in accordance with this ITB must be good and firm for a period of ninety (90) days from the date of bid opening.
- 6. EXTENSION OF PRICES:** In case of error in the extension of prices in the bid, the unit prices will govern; in a lot bid, the lot prices will govern.
- 7. BID PREPARATION COSTS:** The State is not liable for any costs incurred by the bidder in bid preparation.
- 8. CONSOLIDATION OF AWARDS:** Due to high administrative costs associated with processing of purchase orders, a single low bid of \$50 or less may, at the discretion of the State, be awarded to the next low bidder receiving other awards for consolidation purposes. This paragraph is not subject to the protest terms enumerated in "INSTRUCTION TO BIDDERS", "FILING A PROTEST" above.
- 9. CONTRACT FUNDING:** Bidders are advised that funds are available for the initial purchase and/or the first term of the contract. Payment and performance obligations for succeeding purchases and/or additional terms of the contract are subject to the availability and appropriation of funds.
- 10. CONFLICT OF INTEREST:** An officer or employee of the State of Alaska may not seek to acquire, be a party to, or possess a financial interest in, this contract if (1) the officer or employee is an employee of the administrative unit that supervises the award of this contract; or (2) the officer or employee has the power to take or withhold official action so as to affect the award or execution of the contract.
- 11. ASSIGNMENT(S):** Assignment of rights, duties, or payments under a contract resulting from this ITB is not permitted unless authorized in writing by the procurement officer of the contracting agency. Bids that are conditioned upon the State's approval of an assignment will be rejected as nonresponsive.
- 12. SUBCONTRACTOR(S):** Within five (5) working days of notice from the state, the apparent low bidder must submit a list of the subcontractors that will be used in the performance of the contract. The list must include the name of each subcontractor and the location of the place of business for each subcontractor and evidence of each subcontractor's valid Alaska business license.
- 13. FORCE MAJEURE (Impossibility to perform):** The parties to a contract resulting from this ITB are not liable for the consequences of any failure to perform, or default in performing, any of its obligations under the contract, if that failure or default is caused by any unforeseeable Force Majeure, beyond the control of, and without the fault or negligence of, the respective party. For the purposes of this ITB, Force Majeure will mean war (whether declared or not); revolution; invasion; insurrection; riot; civil commotion; sabotage; military or usurped power; lightning; explosion; fire; storm; drought; flood; earthquake; epidemic; quarantine; strikes; acts or restraints of governmental authorities affecting the project or directly or indirectly prohibiting or restricting the furnishing or use of materials or labor required; inability to secure materials, machinery, equipment or labor because of priority, allocation or other regulations of any governmental authorities.
- 14. LATE BIDS:** Late bids are bids received after the time and date set for receipt of the bids. Late bids will not be accepted.
- 15. CONTRACT EXTENSION:** Unless otherwise provided in this ITB, the State and the successful bidder/contractor agree: (1) that any holding over of the contract excluding any exercised renewal options, will be considered as a month-to-month extension, and all other terms and conditions shall remain in full force and effect and (2) to provide written notice to the other party of the intent to cancel such month-to-month extension at least thirty (30) days before the desired date of cancellation.
- 16. DEFAULT:** In case of default by the contractor, for any reason whatsoever, the State of Alaska may procure the goods or services from another source and hold the contractor responsible for any resulting excess cost and may seek other remedies under law or equity.
- 17. DISPUTES:** If a contractor has a claim arising in connection with a contract resulting from this ITB that it cannot resolve with the State by mutual agreement, it shall pursue a claim, if at all, in accordance with the provisions of AS 36.30.620 -- 632.
- 18. CONSUMER ELECTRICAL PRODUCT:** AS 45.45.910 requires that "...a person may not sell, offer to sell, or otherwise transfer in the course of the person's business a consumer electrical product that is manufactured after August 14, 1990, unless the product is clearly marked as being listed by an approved third party certification program." Electrical consumer products manufactured before August 14, 1990, must either be clearly marked as being third party certified or be marked with a warning label that complies with AS 45.45.910(e). Even exempted electrical products must be marked with the warning label. By signature on this bid the bidder certifies that the product offered is in compliance with the law. A list of approved third party certifiers, warning labels and additional information is available from: Department of Labor and Workforce Development, Labor Standards & Safety Division, Mechanical Inspection Section, P.O. Box 107020, Anchorage, Alaska 99510-7020, (907)269-4925.
- 19. SEVERABILITY:** If any provision of the contract is declared by a court to be illegal or in conflict with any law, the validity of the remaining terms and provisions will not be affected; and, the rights and obligations of the parties will be construed and enforced as if the contract did not contain the particular provision held to be invalid.
- 20. GOVERNING LAW; FORUM SELECTION:** A contract resulting from this ITB is governed by the laws of the State of Alaska. To the extent not otherwise governed by section 17 of these Standard Terms and Conditions, any claim concerning the contract shall be brought only in the Superior Court of the State of Alaska and not elsewhere.

SPECIAL CONDITIONS:

- 1. ORDER DOCUMENTS:** Except as specifically allowed under this ITB, an ordering agency will not sign any vendor contract. The State is not bound by a vendor contract signed by a person who is not specifically authorized to sign for the State under this ITB. The State of Alaska Purchase Order, Contract Award and Delivery Order are the only order documents that may be used to place orders against the contract(s) resulting from this ITB.
- 2. BILLING INSTRUCTIONS:** Invoices must be billed to the ordering agency's address shown on the individual Purchase Order, Contract Award or Delivery Order, not to the Division of General Services. The ordering agency will make payment after it receives the merchandise or service and the invoice. Questions concerning payment must be addressed to the ordering agency.
- 3. CONTINUING OBLIGATION OF CONTRACTOR:** Notwithstanding the expiration date of a contract resulting from this ITB, the contractor is obligated to fulfill its responsibilities until warranty, guarantee, maintenance and parts availability requirements have completely expired.

PREFERENCES:

1. ALASKA BIDDER PREFERENCE: Award will be made to the lowest responsive and responsible bidder after an Alaska bidder preference of five percent (5%) has been applied. The preference will be given to a person who: (1) holds a current Alaska business license at the time designated in the invitation to bid for bid opening; (2) submits a bid for goods or services under the name on the Alaska business license; (3) has maintained a place of business within the state staffed by the bidder, or an employee of the bidder, for a period of six months immediately preceding the date of the bid; (4) is incorporated or qualified to do business under the laws of the state, is a sole proprietorship and the proprietor is a resident of the state, is a limited liability company organized under AS 10.50 and all members are residents of the state, or is a partnership under AS 32.06 or AS 32.11 and all partners are residents of the state; and, (5) if a joint venture, is composed entirely of ventures that qualify under (1) - (4) of this subsection. AS 36.30.170, AS 36.30.321(a) and AS 36.30.990(2)

2. ALASKA VETERAN PREFERENCE: If a bidder qualifies for the Alaska bidder preference under AS 36.30.321(a) and AS 36.30.990(2) and is a qualifying entity as defined in AS 36.30.321(f), they will be awarded an Alaska veteran preference of five percent (5%). The preference will be given to a (1) sole proprietorship owned by an Alaska veteran; (2) partnership under AS 32.06 or AS 32.11 if a majority of the partners are Alaska veterans; (3) limited liability company organized under AS 10.50 if a majority of the members are Alaska veterans; or (4) corporation that is wholly owned by individuals and a majority of the individuals are Alaska veterans, and may not exceed \$5,000. The bidder must also add value by actually performing, controlling, managing, and supervising the services provided, or for supplies, the bidder must have sold supplies of the general nature solicited to other state agencies, other governments, or the general public - AS 36.30.321(i).

3. USE OF LOCAL FOREST PRODUCTS: In a project financed by state money in which the use of timber, lumber and manufactured lumber is required, only timber, lumber and manufactured lumber products originating in this state from Alaska forests shall be used unless the use of those products has been determined to be impractical, in accordance with AS 36.15.010 and AS 36.30.322.

4. LOCAL AGRICULTURAL AND FISHERIES PRODUCTS PREFERENCE: When agricultural, dairy, timber, lumber, or fisheries products are purchased using state money, a seven percent (7%) preference shall be applied to the price of the products harvested in Alaska, or in the case of fisheries products, the products harvested or processed within the jurisdiction of Alaska, in accordance with AS 36.15.050.

5. ALASKA PRODUCT PREFERENCE: A bidder that designates the use of an Alaska Product which meets the requirements of the ITB specification and is designated as a Class I, Class II or Class III Alaska Product by the Department of Community & Economic Development shall receive a preference in the bid evaluation in accordance with AS 36.30.332 and 3 AAC 92.010.

6. EMPLOYMENT PROGRAM PREFERENCE: If a bidder qualifies for the Alaska bidder preference under AS 36.30.321(a) and AS 36.30.990(2), and is offering goods or services through an employment program as defined under 36.30.990(12), they will be awarded an Employment Program Preference of fifteen percent (15%) in accordance with AS 36.30.321(b).

7. ALASKANS WITH DISABILITIES PREFERENCE: If a bidder qualifies for the Alaska bidder preference under AS 36.30.321(a) and AS 36.30.990(2), and is a qualifying entity as defined in AS 36.30.321(d), they will be awarded an Alaskans with Disabilities Preference of ten percent (10%) in accordance with AS 36.30.321(d). A bidder may not receive both an Employment Program Preference and an Alaskans with Disabilities Preference.

8. PREFERENCE QUALIFICATION LETTER: Regarding preferences 6 and 7 above, the Division of Vocational Rehabilitation in the Department of Labor and Workforce Development maintains lists of Alaskan; [1] employment programs that qualify for preference, and [2] individuals who qualify for preference as Alaskan's with disabilities. In accordance with AS 36.30.321(i), in order to qualify for one of these preferences, a bidder must add value by actually performing, controlling, managing, and supervising the services provided, or for supplies, a bidder must have sold supplies of the general nature solicited to other state agencies, governments, or the general public.

As evidence of an individual's or a business' right to a certain preference, the Division of Vocational Rehabilitation will issue a certification letter. To take advantage of the preferences 6 or 7 above, an individual or business must be on the appropriate Division of Vocational Rehabilitation list at the time the bid is opened, and must attach a copy of their certification letter to their bid. The bidder's failure to provide this certification letter with their bid will cause the State to disallow the preference.

INVITATION TO BID (ITB) NUMBER # 2016-2000-3342

RETURN THIS BID TO THE ISSUING OFFICE AT:



Department of Corrections
Division of Administrative Services
550 W 7th Ave., Suite 1800
Anchorage, Alaska 99501

DATE ITB ISSUED: January 12, 2016

THIS IS NOT AN ORDER

ITB TITLE: Medication Packaging Blister Cards / Labels

SEALED BIDS MUST BE SUBMITTED TO THE DEPARTMENT OF CORRECTIONS AT THE ABOVE ADDRESS AND MUST BE TIME AND DATE STAMPED BY THE PURCHASING SECTION PRIOR TO February 2, 2016 @ 2:00 PM AST, AT WHICH TIME THEY WILL BE PUBLICLY OPENED.

DELIVERY LOCATION: 550 W. 7th Ave., Suite 1800, Anchorage, AK 99501

DELIVERY DATE: No Later Than February 2, 2016

F.O.B. POINT: FINAL DESTINATION (Anchorage)

IMPORTANT NOTICE: If you received this solicitation from the State's "Online Public Notice" web site, you must register with the Procurement Officer listed on this document to receive notification of subsequent amendments. Failure to contact the Procurement Officer may result in the rejection of your offer.

BIDDER'S NOTICE: By signature on this form, the bidder certifies that:

- (1) the bidder has a valid Alaska business license, or will obtain one prior to award of any contract resulting from this ITB. If the bidder possesses a valid Alaska business license, the license number must be written below or one of the following forms of evidence must be submitted with the bid:
 - a canceled check for the business license fee;
 - a copy of the business license application with a receipt date stamp from the State's business license office;
 - a receipt from the State's business license office for the license fee;
 - a copy of the bidder's valid business license;
 - a sworn notarized affidavit that the bidder has applied and paid for a business license;
- (2) the price(s) submitted was arrived at independently and without collusion and that the bidder is complying with:
 - the laws of the State of Alaska;
 - the applicable portion of the Federal Civil Rights Act of 1964;
 - the Equal Employment Opportunity Act and the regulations issued thereunder by the State and Federal Government; and
 - all terms and conditions set out in this Invitation to Bid (ITB).

If a bidder fails to comply with (1) at the time designated in the ITB for opening the state will disallow the Alaska Bidder Preference. If a bidder fails to comply with (2) of this paragraph, the state may reject the bid, terminate the contract, or consider the contractor in default. Bids must be also submitted under the name as appearing on the bidder's current Alaska business license in order to receive the Alaska Bidder Preference.

CONTRACTING OFFICER INFORMATION

GARY BAILEY

EMAIL: gary.bailey@alaska.gov

907-269-7344

TELEPHONE NUMBER

907-269-7345

FAX NUMBER

COMPANY SUBMITTING BID

AUTHORIZED SIGNATURE

PRINTED NAME

DATE

*DOES YOUR BUSINESS QUALIFY FOR THE;
ALASKA BIDDER PREFERENCE?
[] YES [] NO

*DOES YOUR BUSINESS QUALIFY FOR THE;
ALASKA VETERAN PREFERENCE?
[] YES [] NO

*SEE ITB FOR EXPLANATION OF CRITERIA TO QUALIFY.

E-MAIL ADDRESS

ALASKA BUSINESS LICENSE NUMBER

FEDERAL TAX ID NUMBER

TELEPHONE NUMBER

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ALASKA BUSINESS LICENSE AND OTHER REQUIRED LICENSES: Prior to the award of a contract, a bidder must hold a valid Alaska business license. However, in order to receive the Alaska Bidder Preference and other related preferences, such as the Alaska Veteran and Alaskans with Disabilities Preference a bidder must hold a valid Alaska business license at the time designated for bid opening. Bidders should contact the Department of Commerce, Community and Economic Development, Division of Corporations, Business, and Professional Licensing, P. O. Box 110806, Juneau, Alaska 99811-0806, for information on these licenses.

Acceptable evidence that the bidder possesses a valid Alaska business license may consist of any one of the following:

- (a) copy of an Alaska business license;
- (b) certification on the bid that the bidder has a valid Alaska business license and has included the license number in the bid (see front page);
- (c) a canceled check for the Alaska business license fee;
- (d) a copy of the Alaska business license application with a receipt stamp from the state's occupational licensing office; or
- (e) a sworn and notarized affidavit that the bidder has applied and paid for the Alaska business license.

You are not required to hold a valid Alaska business license at the time bids are opened if you possess one of the following licenses and are offering services or supplies under that specific line of business:

- fisheries business licenses issued by Alaska Department of Revenue or Alaska Department of Fish and Game,
- liquor licenses issued by Alaska Department of Revenue for alcohol sales only,
- insurance licenses issued by Alaska Department of Commerce, Community and Economic Development, Division of Insurance, or
- Mining licenses issued by Alaska Department of Revenue.

At the time designated for bid opening, all bidders must hold any other necessary applicable professional licenses required by Alaska Statute.

ALASKA BIDDER PREFERENCE: An Alaska Bidder Preference of five percent will be applied prior to evaluation. The preference will be given to a bidder who:

- (1) holds a current Alaska business license at the time designated for bid opening;
- (2) submits a proposal for goods or services under the name appearing on the bidder's

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current Alaska business license;

- (3) has maintained a place of business within the state staffed by the bidder, or an employee of the bidder, for a period of six months immediately preceding the date of the bid;
- (4) is incorporated or qualified to do business under the laws of the state, is a sole proprietorship and the proprietor is a resident of the state, is a limited liability company (LLC) organized under AS 10.50 and all members are residents of the state, or is a partnership under AS 32.06 or AS 32.11 and all partners are residents of the state; and
- (5) if a joint venture, is composed entirely of ventures that qualify under (1)-(4) of this subsection.

Alaska Bidder Preference Affidavit

In order to receive the Alaska Bidder Preference, the bid must also include a statement certifying that the bidder is eligible to receive the Alaska Bidder Preference.

If the bidder is a LLC or partnership as identified in (4) of this subsection, the affidavit must also identify each member or partner and include a statement certifying that all members or partners are residents of the state.

If the bidder is a joint venture which includes a LLC or partnership as identified in (4) of this subsection, the affidavit must also identify each member or partner of each LLC or partnership that is included in the joint venture and include a statement certifying that all of those members or partners are residents of the state.

BIDDERS WITH DISABILITIES: The State of Alaska complies with Title II of the Americans with Disabilities Act of 1990. Individuals with disabilities who may need auxiliary aids, services, and/or special modifications to participate in this procurement should contact the Contracting Officer at one of the following numbers no later than 10 calendar days after issue date to make any necessary arrangements.

Contact: Gary Bailey
Telephone: (907) 269-7344
Fax: (907) 269-7345
TDD: (907) 269-7340

COMPLIANCE WITH ADA: By signature of their bid the bidder certifies that they comply with the Americans with Disabilities Act of 1990 and the regulations issued thereunder by the federal government.

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Services or activities furnished to the general public on behalf of the state must be fully accessible. This is intended to ensure that agencies are in accordance with 28 CFR Part 35 Section 35.130 and that services, programs or activities furnished to the public through a contract do not subject qualified individuals with a disability to discrimination based on the disability.

PREFERENCE QUALIFICATION: In order to qualify for an Alaska Veterans Preference, Employment Program Preference, or Alaskans with Disabilities Preference, a bidder must add value by actually performing, controlling, managing, and supervising the services provided, or a bidder must have sold supplies of the general nature solicited to other state agencies, governments, or the general public.

CONTRACT PERFORMANCE LOCATION: By signature on their bid, the bidder certifies that all services provided under this contract by the contractor and all subcontractors shall be performed in the United States.

If the bidder cannot certify that all work will be performed in the United States, the bidder must contact the procurement officer in writing to request a waiver at least 10 days prior to the deadline for receipt of bids.

The request must include a detailed description of the portion of work that will be performed outside the United States, where, by whom, and the reason the waiver is necessary.

Failure to comply with these requirements may cause the state to reject the bid as non-responsive, or cancel the contract.

HUMAN TRAFFICKING: By signature on their bid, the bidder certifies that the bidder is not established and headquartered or incorporated and headquartered in a country recognized as Tier 3 in the most recent United States Department of State's Trafficking in Persons Report.

The most recent United States Department of State's Trafficking in Persons Report can be found at the following website: <http://www.state.gov/g/tip/>

Failure to comply with this requirement will cause the state to reject the bid as non-responsive, or cancel the contract

CONTRACT INTENT: This Invitation to Bid (ITB) is intended to result in a non-mandatory use contract(s) for the purchase of Medication Packaging Blister cards (*heat sealed type*) in various sizes and other sealing supplies, labels, and equipment, to be utilized by the Department of Corrections Pharmacy staff on an as-needed basis.

NOTICE OF INTENT TO AWARD: After the responses to this ITB have been opened and evaluated, a tabulation of the bids will be prepared. This tabulation, called a Notice of Intent to Award, serves two purposes. It lists the name of each company or person that offered a bid and the price they bid. It also provides notice of the state's intent to award a contract(s) to the bidder(s) indicated. A copy of the Notice of Intent will be mailed to each company or person

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who responded to the ITB. Bidders identified as the apparent low responsive bidders are instructed not to proceed until a Purchase Order, Contract Award, Lease, or some other form of written notice is given by the contracting officer. A company or person who proceeds prior to receiving a Purchase Order, Contract Award, Lease, or some other form of written notice from the contracting officer does so without a contract and at their own risk.

PAYMENT FOR STATE PURCHASES: Payment for agreements under \$500,000 for the undisputed purchase of goods or services provided to a state agency, will be made within 30 days of the receipt of a proper billing or the delivery of the goods or services to the location(s) specified in the agreement, whichever is later. A late payment is subject to 1.5% interest per month on the unpaid balance. Interest will not be paid if there is a dispute or if there is an agreement that establishes a lower interest rate or precludes the charging of interest.

PROMPT PAYMENT DISCOUNT: The state will receive a 5% discount when payment is made no later than 15 business days after the receipt of a proper and undisputed billing. The receipt date shall be the date the billing is physically received by the state or electronically submitted. The payment date shall be the check issue date or the date of an electronic funds transfer (EFT).

CONTRACT ADMINISTRATION: The administration of this solicitation and any resulting contract is the responsibility of Gary Bailey, Procurement Officer Department of Corrections.

SHIPPING DAMAGE: The state will not accept or pay for damaged goods. The contractor must file all claims against the carrier(s) for damages incurred to items in transit from the point of origin to the ultimate destination. The state will provide the contractor with written notice when damaged goods are received. The state will deduct the cost of the damaged goods from the invoice prior to payment. The contractor must file all claims against the carrier(s) for reimbursement of the loss.

INDEMNIFICATION: The contractor shall indemnify, hold harmless, and defend the contracting agency from and against any claim of, or liability for error, omission or negligent act of the contractor under this agreement. The contractor shall not be required to indemnify the contracting agency for a claim of, or liability for, the independent negligence of the contracting agency. If there is a claim of, or liability for, the joint negligent error or omission of the contractor and the independent negligence of the Contracting agency, the indemnification and hold harmless obligation shall be apportioned on a comparative fault basis. "Contractor" and "Contracting agency", as used within this and the following article, include the employees, agents and other contractors who are directly responsible, respectively, to each. The term "independent negligence" is negligence other than in the Contracting agency's selection, administration, monitoring, or controlling of the contractor and in approving or accepting the contractor's work.

INSURANCE: Without limiting contractor's indemnification, it is agreed that contractor shall purchase at its own expense and maintain in force at all times during the performance of services under this agreement the following policies of insurance. Where specific limits are shown, it is

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understood that they shall be the minimum acceptable limits. If the contractor's policy contains higher limits, the state shall be entitled to coverage to the extent of such higher limits. Certificates of Insurance must be furnished to the contracting officer prior to beginning work and must provide for a notice of cancellation, non-renewal, or material change of conditions in accordance with policy provisions. Failure to furnish satisfactory evidence of insurance or lapse of the policy is a material breach of this contract and shall be grounds for termination of the contractor's services. All insurance policies shall comply with, and be issued by insurers licensed to transact the business of insurance under AS 21.

Proof of insurance is required for the following:

Workers' Compensation Insurance: The contractor shall provide and maintain, for all employees engaged in work under this contract, coverage as required by AS 23.30.045, and; where applicable, any other statutory obligations including but not limited to Federal U.S.L. & H. and Jones Act requirements. The policy must waive subrogation against the state.

Commercial General Liability Insurance: covering all business premises and operations used by the contractor in the performance of services under this agreement with minimum coverage limits of \$300,000 combined single limit per occurrence.

Commercial Automobile Liability Insurance: covering all vehicles used by the contractor in the performance of services under this agreement with minimum coverage limits of \$300,000 combined single limit per occurrence.

Failure to supply satisfactory proof of insurance within the time required will cause the state to declare the bidder non-responsible and to reject the bid.

BRAND AND MODEL OFFERED: Unless otherwise specified, when brand names and model numbers are used to specify the type and quality of the goods desired, bidders must clearly indicate the brand names and model numbers they intend to provide. The bidder's failure to identify the brand and model offered will cause the state to consider the offer non-responsive and reject the bid.

ANNOTATED LITERATURE: Bidders must annotate their product literature to identify for the state the location of the supporting information regarding each product specification set out in this ITB. A bidder's failure to comply with this clause, within the time set by the state, will cause the state to consider the offer non-responsive and reject the bid.

SUPPORTING INFORMATION: The state strongly desires that bidders submit all required technical, specification, and other supporting information with their bid, so that a detailed analysis and determination can be made by the contracting officer that the product offered meets the ITB specifications and that other requirements of the ITB have been met. However, provided a bid meets the requirements for a definite, firm, unqualified, and unconditional offer, the state reserves the right to request supplemental information from the bidder, after the bids have been opened, to ensure that the products offered completely meet the ITB requirements. The

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requirement for such supplemental information will be at the reasonable discretion of the state and may include the requirement that a bidder will provide a sample product(s) so that the state can make a first-hand examination and determination.

A bidder's failure to provide this supplemental information or the product sample(s), within the time set by the state, will cause the state to consider the offer non-responsive and reject the bid.

FIRM, UNQUALIFIED AND UNCONDITIONAL OFFER: Bidders must provide enough information with their bid to constitute a definite, firm, unqualified and unconditional offer. To be responsive a bid must constitute a definite, firm, unqualified and unconditional offer to meet all of the material terms of the ITB. Material terms are those that could affect the price, quantity, quality, or delivery. Also included as material terms are those which are clearly identified in the ITB and which, for reasons of policy, must be complied with at risk of bid rejection for non-responsiveness.

ALASKA PRODUCT PREFERENCE: Bidders who offer products which have received certification by the Department of Commerce and Economic Development and that are listed in the current published edition of the "Alaska Products Preference List" will receive this preference. In order to qualify for the Alaska Product Preference, a bidder must provide the qualified product on a 100% basis. There are no provisions under Alaska Statutes or regulations that allow for product exchanges/substitutions, or permit the product to be co-mingled with other products. Rather, AS 36.30.330 provides for a penalty for failing to use the designated Alaska products.

Products are classified in one of three categories:

- Class I products receive a three percent preference.
- Class II products receive a five percent preference.
- Class III products receive a seven percent preference.

Bidders must check the correct preference box beneath each line item. When the bids are evaluated, the preference percentage will be deducted from the bid price. If a bidder fails to check one of the product preference boxes, no preference will be given.

EXAMPLE

BID SCHEDULE					
ITEM NO.	QTY.	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
1.	60	DOZ.	Ajax Eggs	\$ _____	\$ _____

I certify that the product offered is entitled to the local agricultural, timber, or fisheries product preference in accordance with AS 36.15.050. ☐ YES ☐ NO

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2. 20 EACH Ajax Aluminum Widgets \$ _____ \$ _____

I certify that the product offered is entitled to a:

- (1) CLASS I @ 3% []
- (2) CLASS II @ 5% []
- (3) CLASS III @ 7% []

Alaska Products Preference in accordance with 3 AAC 92.

NONDISCLOSURE AND CONFIDENTIALITY: Contractor agrees that all confidential information shall be used only for purposes of providing the deliverables and performing the services specified herein and shall not disseminate or allow dissemination of confidential information except as provided for in this section. The contractor shall hold as confidential and will use reasonable care (including both facility physical security and electronic security) to prevent unauthorized access by, storage, disclosure, publication, dissemination to and/or use by third parties of, the confidential information. "Reasonable care" means compliance by the contractor with all applicable federal and state law, including the Social Security Act and HIPAA. The contractor must promptly notify the state in writing if it becomes aware of any storage, disclosure, loss, unauthorized access to or use of the confidential information.

Confidential information, as used herein, means any data, files, software, information or materials (whether prepared by the state or its agents or advisors) in oral, electronic, tangible or intangible form and however stored, compiled or memorialized that is classified confidential as defined by State of Alaska classification and categorization guidelines (i) provided by the state to the contractor or a contractor agent or otherwise made available to the contractor or a contractor agent in connection with this contract, or (ii) acquired, obtained or learned by the contractor or a contractor agent in the performance of this contract. Examples of confidential information include, but are not limited to: technology infrastructure, architecture, financial data, trade secrets, equipment specifications, user lists, passwords, research data, and technology data (infrastructure, architecture, operating systems, security tools, IP addresses, etc).

If confidential information is requested to be disclosed by the contractor pursuant to a request received by a third party and such disclosure of the confidential information is required under applicable state or federal law, regulation, governmental or regulatory authority, the contractor may disclose the confidential information after providing the state with written notice of the requested disclosure (to the extent such notice to the state is permitted by applicable law) and giving the state opportunity to review the request. If the contractor receives no objection from the state, it may release the confidential information within 30 days. Notice of the requested disclosure of confidential information by the contractor must be provided to the state within a reasonable time after the contractor's receipt of notice of the requested disclosure and, upon request of the state, shall seek to obtain legal protection from the release of the confidential information.

The following information shall not be considered confidential information: information previously known to be public information when received from the other party; information

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freely available to the general public; information which now is or hereafter becomes publicly known by other than a breach of confidentiality hereof; or information which is disclosed by a party pursuant to subpoena or other legal process and which as a result becomes lawfully obtainable by the general public.

CONTRACT PERIOD: The length of the contract will be from the date of award through June 30, 2016, with the option to renew for (4) four additional one year terms up to June 30, 2020, at the same price, and under the same terms and conditions thru June 30, 2020. Renewals are to be exercised solely by the state.

CONTRACT PRICES: Contract prices are to remain firm through the duration of the contract and the extension or renewal of the contract. No cost adjustments will be allowed during any term of the resulting contract.

PRICE DECREASES: During the period of the contract all price decreases experienced by the contractor must be passed on to the state. A contractor's failure to strictly and faithfully adhere to this clause, within the time required, will be considered in breach of contract.

NEW EQUIPMENT: Equipment offered in response to this ITB must be new equipment. New equipment means equipment that is currently in production by the manufacturer and is still the latest model, edition or version generally offered. The equipment must be warranted as new by the manufacturer and may not have been used for any purpose, other than display (not demonstration), prior to its sale to the state. The state will not accept remanufactured, used, or reconditioned equipment. It is the contractor's responsibility to ensure that each piece of equipment delivered to the state complies with this requirement. A contractor's failure to comply with this requirement will cause the state to seek remedies under breach of contract.

ACCESSORIES: When accessories are supplied, they must be certified to be compatible with the rest of the equipment. Certification will be written evidence satisfactory to the state that the accessories are compatible. The bidder's failure to supply this evidence within the time required by the state will cause the state to consider the bid non-responsive and reject the bid.

BRAND SPECIFIC: Certain items may be designated brand specific. When an item is so designated no substitutions for the brand and model specified will be allowed.

INSPECTION: Equipment offered for use or lease may be subject to inspection and approval by the state prior to the award of the ITB. The equipment and attachments must be new and in good repair and capable of performing the work for which they were designed.

SAMPLES REQUIRED: Contractor will be required to submit samples of the items offered for inspection and evaluation with their submitted bid. The contractor's failure to submit the samples or the state's rejection of the samples for failure to meet the ITB's specifications may cause the state to reject the bid. An award will then be made to the next low bidder.

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ALTERATIONS: The contractor must obtain the written approval from the contracting officer prior to making any alterations to the specifications contained in this ITB. The state will not pay for alterations that are not approved in advance and in writing by the contracting officer.

DISCONTINUED ITEMS: In the event an item is discontinued by the manufacturer during the life of the contract the discount shall be extended to the department, another item may be substituted, provided that the contracting officer makes a written determination that it is equal to or better than the discontinued item and provided that it is sold at the same price or less than the discontinued item.

ITEM UPGRADES: The state reserves the right to accept upgrades to models on the basic contract when the upgrades improve the way the equipment operates or improves the accuracy of the equipment. Such upgraded items must be at the same price as the items in the basic contract.

DELIVERY: Indicate, in the space provided in the "Bid Schedule", the time required to make delivery after the receipt of an order. Failure to make an entry in the space provided will be construed as an offer to deliver within 15 calendar days or sooner after the receipt of an order. Bids that specify deliveries in excess of 15 calendar days after the receipt of an order will be considered non-responsive and the bids will be rejected.

The Department understands that holidays, and other unforeseen events may occur during the 15 day delivery period and may allow for these delays. However, it will be the successful offerors responsibility to notify the department contact if the order is going to exceed a 20 day delivery time for unforeseen events.

DELIVERY TIME: The elapsed time between the time the state places an order and the time that order is actually shipped from the contractor's place of business must be entered in space provided under "BID SCHEDULE". **This processing time shall remain constant throughout the life of the contract.**

DELIVERY CONFIRMATION: Once an order has been placed with the successful offeror they will provide written confirmation (*email is preferred*) to the department contact within 24 hours after items have been shipped, including info on any back orders, and the estimated delivery date on all items.

F.O.B. POINT: Final Destination, (Anchorage); freight prepaid by the contractor. Offeror's shall include all shipping cost in the cost of each blister card and case. Offeror's shall contact the procurement officer for the exact delivery location address if required to determine shipping costs or use zip code 99501.

PARTS BOOKS AND MAINTENANCE MANUALS: Parts books and maintenance manuals must be provided at the same time that the equipment is delivered. The cost of the parts books and maintenance manuals is to be included in the bid price of the equipment.

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REQUIRED MANUALS AND HARDWARE: The items purchased are to be shipped complete with the instructions and hardware required for installation. An operator's manual, maintenance manual, and a maintenance schedule must be included with each item when it is delivered. The cost of the installation hardware and the manuals is to be included in the bid price of the equipment.

INVOICES: Invoices must be sent directly to the ordering agency's address shown on the individual Purchase Order, Contract Award, or Delivery Order. The ordering agency will only make payment after it receives the merchandise or service and the invoice. Question concerning payment must be addressed to the ordering agency.

THIRD-PARTY FINANCING AGREEMENTS NOT ALLOWED: Because of the additional administrative and accounting time required of state agencies when third party financing agreements are permitted, they will not be allowed under this contract.

CONTINUING OBLIGATION OF CONTRACTOR: Regardless of the terms and conditions of any third-party financing agreement, the contractor agrees that none of its responsibilities under this contract are transferable and that the contractor alone will continue to be solely responsible until the expiration date of the contract. Such responsibilities include, but are not limited to, the provision of equipment, training, warranty service, maintenance, parts and the provision of consumable supplies. By signature on the face page of this ITB the bidder acknowledges this requirement and indicates unconditional acceptance of this continuing obligation clause.

PACKAGING: The cost of all packaging must be included in the price bid. All packaging must be new and suitable for shipment and short-term warehouse storage.

ESTIMATED QUANTITIES: The quantities referenced in this ITB are the state's estimated annual requirements and may vary more or less from the quantities actually purchased. The state does not guarantee any minimum or maximum purchase. Orders will be issued throughout the contract period on an as-needed basis.

WARRANTY: The contractor will warrant every unit provided against faulty materials and workmanship for a minimum period of at least twelve (12) months on the Auto Filler and twenty four (24) months on the Heat Sealer. If, during this period, faults develop with the unit or components of the unit, they will be repaired or replaced without any cost, including any transportation or freight cost, to the state. Bids, which include supplemental warranties, will be accepted, but supplemental warranties that conflict with or diminish the state's rights under this warranty clause will be considered null and void. The state is not responsible for identifying conflicting warranty conditions before issuing a contract award. After award of the contract:

1. if a conflict arises between the supplemental warranty and the warranty in this ITB, the warranty in the ITB will prevail; and

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2. if the state's rights are diminished as a result of application of the supplemental warranty, the supplemental warranty will be considered null and void and the ITB warranty will prevail.

By signature on the face page of this ITB the bidder acknowledges this requirement and indicates unconditional acceptance of this warranty clause.

SERVICE CHARGES: Regardless whether the contractor repairs equipment on-site or off-site, the state will not be liable for any charges associated with the repair of broken equipment, including, but not limited to, unhooking, disassembly, packaging, crating, repair, transportation, replacement, reassembly, or rewiring within the first year of use.

PARTS: Only parts designed for the purpose they are being used, and warranted as new, may be used in the repair of state equipment.

COMPLETION OF SERVICE: The service will not be complete and the equipment will not be considered serviced, repaired, or acceptable until it performs in compliance with the manufacturer's published performance specifications.

CONTRACT CANCELLATION: The state reserves the right to cancel the contract at its convenience upon 30 calendar day's written notice to the contractor. The state is liable only for payment in accordance with the payment provisions of this contract for services or supplies provided before the effective date of termination.

METHOD OF AWARD: Award will be made to the lowest responsive and responsible bidder. In order to be considered responsive, **bidders must bid on all items.**

QUESTIONS DEADLINE: All questions must be received no later than **January 25, 2016.** All questions must be in writing and can be submitted via email (*preferred*) or fax to the DOC procurement officer. Email address: gary.bailey@alaska.gov or fax to 907-269-7345. It is the contractor's responsibility to notify the procurement officer via telephone if faxing questions.

OFFERED/ALTERNATE EQUIPMENT: All equipment offered by the offeror must include all literature, specifications, web links, and any other documentation necessary to verify products offered are equal to or better than specified.

CURRENT EQUIPMENT: All items listed below were purchased from RX Systems. See Standard Features and Specifications of current equipment. Offerors must ensure that their products offered are equivalent with the equipment listed below.

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AUTO FILLER – Model# 3500 - 1 Each

Overall Dims: 19.5" x 12" x 23.75"

Weight: 44 lbs.

Electrical: 110 volt, 1 amp

- Variable Speed Filling
- Patented design allows fast & easy adjustment for pill size - to 1/64".
- Standard with 30 or 31 count setup, 60 and 90 count components also available.
- Includes clean out tools and wide range of pill dies.

AUTO SEALER – Model # 1001 – (Two (2) Card Size) - 2 Each

Overall Dims: 17" x 16.5" x 14"

Weight: 93 lbs.

Electrical: 110 volt, 12 amp, 1000 watts

- Controlled temperature, time and pressure for worry-free seal.
- Safe two hand operation.
- Emergency Shutoff.
- Air cooled outer shell limits access to heat plate for safety.
- Adjustable Sealing Time.
- Unique paddles reduce moisture during seal.
- Sealing Paddles
- Extra Brushes

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DETAILS & SPECIFICATIONS

The State of Alaska Department of Corrections (DOC) is soliciting for pharmaceutical packaging blister cards and preprinted labels as described in this ITB. All offerors must be able to provide all items and equipment (*if applicable*) as outlined in the ITB. Multiple awards will not be made.

All blister cards (heat sealed type) offered shall be compatible with the current DOC equipment as listed on pages 15. However, offerors may opt to provide their own equipment at no additional cost for use by the DOC throughout the term of the contract. At the end of the contract term the offeror's equipment will be returned to the contractor at contractors expense or offeror can offer an optional buyout option at a reasonable cost and acceptable by the DOC. If new equipment is provided by the offeror all accessories and other components shall be included to make it a ready to use system, i.e. brushes, plates for tablets and capsules, paddles, brushes, etc. Required quantities for the accessories are listed below on next page.

Any and all equipment offered must meet or exceed the minimum specs as shown on page 15-16. Offerors will be required to provide all specifications and details on all equipment offered as well as what will be included. Any and all alternate equipment offered will be subject to approval by the State as an approved equivalent. Failure to provide any required specs or information as outlined in this ITB or any amendments issued may result in your bid being rejected and deemed non-responsive.

Estimated annual usage of all blister cards and labels has been provided for reference and bid purposes only, shown on page 19. The quantities referenced in this ITB are the state's estimated requirements and may vary more or less from the quantities actually purchased. The state does not guarantee any minimum purchase. Orders will be issued throughout the contract period on an as-needed basis. A delivery order will be sent to the successful offeror ordering the required items.

Images of all required heat sealed blister cards have been provided for your reference in the attachment section of this ITB. The Blister cards are one piece and blisters are attached and included as one unit. Blister cards must fold at the bottom of the card and open vertically.

The following “**will not**” be accepted;

- Blister cards that require the blisters to be installed or inlaid.
- Book type folding blister cards (side to side; horizontally).
- 31 day count blister cards.
- COLD SEALED blister cards.
- Equipment needing a compressor in order to operate.

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Six (6) items are included in this ITB as follows;

Blister Cards -

1. 30 Day Count (Small blister)
2. 30 Day Count (Large blister)
3. 60 Day Count
4. 90 Day Count
5. 30 Day Count - (Amber colored blister)
6. **Preprinted Label** as shown on sample (*see page 19*). Up to 1,000 labels per roll.
Successful offeror will be required to provide a proof label for review prior to printing. This can be accomplished via email or actual label provided or both.

Accessories – “Only needed if all new equipment is provided by offeror.”

PLATES - 3 sets of plates for capsules

Capsule plates (30 count) - share top plates with tablets; 12 center plates - SM to XL; 2 bottom plates - MD and LG

Capsule plates (60 count)-share top plates with tablets; 10 center plates-SM to XL; 2 bottom plates - MD and LG

PADDLES / BRUSHES / TRAYS

6 - (30 count) paddles; 4 - (60 count) paddles; 2 - (90 count) paddles

2 - brushes

2 - trays

NOTE:

Shipping costs shall be included - FOB Final Destination (Anchorage) 99501.

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ESTIMATED ANNUAL USAGE ON CARDS & LABELS

BLISTER CARDS – (Heat Sealed – One Piece Cards with Blisters attached)

Sample images are attached for reference in Attachment section. Quantities are estimates only and there is no guarantee of a minimum or maximum purchase.

- 30 Count (Small - Round) -	52,000ea/Yr	500/case	104 cases/Yr
- 30 Count (Large - Oblong) -	11,000ea/Yr	500/case	22 cases/Yr
- 60 Count -	21,000ea/Yr	250/case	84 cases/Yr
- 90 Count -	500ea/Yr	250/case	2 cases/Yr
- 30 Count - (Amber)	1,500ea/Yr	500/case	6 cases/Yr

LABELS – (Pre-Printed, Thermal, as shown in image # 2)

SAMPLE # 1 Filled in

DUMMY, DUMMY ACCE NEW
ASPIRIN EC 325 MG TABLET 30TAB

RX # 6953171 JF 00/00/00
TAKE ORALLY 1 TABLET ONCE DAILY. SALMON, JOHN
6953171 DUMMY, DUMMY
ACCE
30 TAB

MAY REFILL UNTIL 09/30/16
ALASKA CORRECTIONS PHARMACY
(907) [REDACTED]

ASPIRIN EC 325 MG TABLET

SWALLOW WHOLE
DO NOT CRUSH
OR CHW

THIS MEDICATION
SHOULD BE TAKEN WITH
PLENTY OF WATER

TAKE ORALLY 1 TABLET ONCE
DAILY.

6953171 00/00/00JF
DUMMY, DUMMY
ASPIRIN EC 325 MG 30TAB

6953171 00/00/00JF
DUMMY, DUMMY
ASPIRIN EC 325 MG TABLET 30TAB

00904-2013-80

SAMPLE # 2 Blank

[REDACTED]

ALASKA CORRECTIONS PHARMACY
(907) [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

The estimated annual usage of labels is 200,000 each/year. Labels must be the same format as shown above. Offerors must provide their sample label with submitted bid. Both blank or printed is acceptable.

Size of label is approximately 3 7/8"H X 3 5/8"W, self-adhesive backing. Labels must be compatible with a ZEBRA LP3844-Z thermal printer.

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BID SCHEDULE

ITEM #	DESCRIPTION	Annual QTY	UNIT	UNIT COST	TOTAL COST
1	Blister Card 30 day - Small	104	Case	\$	\$

Enter case quantity: _____ /case

Enter shipping cost: \$ _____ /case (*enter 0 if include in your case price*)

GUARANTEED DELIVERY: _____ Calendar days after receipt of order.

Shipping cost has been included in the case cost above: **YES or NO**

NOTE: Deliveries shall be made within 15 (fifteen) calendar days after receipt of order. See page 13 for more delivery details.

Sample Card has been provided: **YES or NO**

Are you offering new equipment for use with your offered product? **YES or NO**

ITEM #	DESCRIPTION	Annual QTY	UNIT	UNIT COST	TOTAL COST
2	Blister Card 30 day - Large	22	Case	\$	\$

Enter case quantity: _____ /case

Enter shipping cost: \$ _____ /case (*enter 0 if include in your case price*)

GUARANTEED DELIVERY: _____ Calendar days after receipt of order.

Shipping cost has been included in the case cost above: **YES or NO**

NOTE: Deliveries shall be made within 15 (fifteen) calendar days after receipt of order. See page 13 for more delivery details.

Sample Card has been provided: **YES or NO**

Are you offering new equipment for use with your offered product? **YES or NO**

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BID SCHEDULE (cont.)

ITEM #	DESCRIPTION	Annual QTY	UNIT	UNIT COST	TOTAL COST
3	Blister Card 60 day	84	Case	\$	\$

Enter case quantity: _____ /case

Enter shipping cost: \$ _____ /case (enter 0 if include in your case price)

GUARANTEED DELIVERY: _____ Calendar days after receipt of order.

Shipping cost has been included in the case cost above: **YES or NO**

NOTE: Deliveries shall be made within 15 (fifteen) calendar days after receipt of order. See page 13 for more delivery details.

Sample Card has been provided: **YES or NO**

Are you offering new equipment for use with your offered product? **YES or NO**

ITEM #	DESCRIPTION	Annual QTY	UNIT	UNIT COST	TOTAL COST
4	Blister Card 90 day	2	Case	\$	\$

Enter case quantity: _____ /case

Enter shipping cost: \$ _____ /case (enter 0 if include in your case price)

GUARANTEED DELIVERY: _____ Calendar days after receipt of order.

Shipping cost has been included in the case cost above: **YES or NO**

NOTE: Deliveries shall be made within 15 (fifteen) calendar days after receipt of order. See page 13 for more delivery details.

Sample Card has been provided: **YES or NO**

Are you offering new equipment for use with your offered product? **YES or NO**

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BID SCHEDULE (cont.)

ITEM #	DESCRIPTION	Annual QTY	UNIT	UNIT COST	TOTAL COST
5	Blister Card 30 day (AMBER)	6	Case	\$	\$

Enter case quantity: _____/case

Enter shipping cost: \$ _____/case (enter 0 if include in your case price)

GUARANTEED DELIVERY: _____ Calendar days after receipt of order.

Shipping cost has been included in the case cost above: **YES or NO**

NOTE: Deliveries shall be made within 15 (fifteen) calendar days after receipt of order. See page 13 for more delivery details.

Sample Card has been provided: **YES or NO**

Are you offering new equipment for use with your offered product? **YES or NO**

ITEM #	DESCRIPTION	Annual QTY	UNIT	UNIT COST	TOTAL COST
6	Labels, Thermal, Pre-Printed **	200,000	Each	\$	\$

Enter # of labels per roll: _____/roll Enter shipping cost: \$ _____/case

Enter roll quantity per case: _____/case Case quantity cost: \$ _____

GUARANTEED DELIVERY: _____ Calendar days after receipt of order.

Shipping cost has been included in the case cost above: **YES or NO**

NOTE: Deliveries shall be made within 10 (ten) calendar days after receipt of order. See page 13 for more delivery details.

**** Offered labels must be compatible with a Zebra LP2844-Z Thermal Printer. Sample of offered label must be included in bid submittal packet for review and approval.**

Sample label has been provided: **YES or NO** Label is compatible with Zebra Printer: **Y / N**

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BID SCHEDULE (cont.)

TOTAL COST OF ALL ITEMS ABOVE: \$ _____

NEW EQUIPMENT – Offeror's must provide specifications and literature or website link for all items listed below. List all new equipment that you are providing with your offer. (i.e. *Brand, Model, etc.*)

Auto Heat Sealer: _____

Card Pill Filler: _____

Printer: _____

All other equipment / accessories provided:

Offerors may include their own list or spreadsheet but all information above must be included in your bid submittal.

NOTE: The state reserves the right to accept or reject any equipment that is not equivalent or better than the specified equipment listed in this ITB.

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BID SCHEDULE (cont.)

OFFEROR'S CONTACT INFORMATION

Please enter the information below:

ORDERING ADDRESS: _____

Name: _____

Phone: _____

Toll Free #: _____

Telephone #: _____

Fax #: _____

Email: _____

OFFEROR'S AUTHORIZED REPRESENTATIVE

Offeror agrees to all terms and conditions of this ITB and agrees to supply all items list in this ITB as specified. If you agree please print, sign, and date below.

I am an authorized representative of _____ and
authorized to sign on behalf of this organization.

Print Name: _____

Signature: _____

Date: _____

(All prices listed must be valid for a minimum of 90 days after ITB closes.)

ATTACHMENTS

“The attached blister card pictures are for reference only and are **not** to size.”