

MEMORANDUM

To: Norma Longoria, WIC Director
Hidalgo County WIC Program
Attn: Margarita Gonzalez

via email: mague.gonzalez@wic.co.hidalgo.tx.us

From: Sandra Montalvo, Buyer
Hidalgo County Purchasing Dept.

Date: March 7, 2008

Re: RFB No. 2008-008-00-00-SMA-HIDALGO COUNTY WIC PROGRAM-
"MEDICAL SUPPLIES"

For your **REVIEW and UPDATE**, attached you will find the current specifications for the above-referenced project. Please indicate if these specifications meet all your requirements by signing below and indicating your approval, approval with modifications and/or disapproval.

If you have any questions, please call me at (956) 318-2626 ext# 4865.

APPROVE <input checked="" type="checkbox"/>	DISAPPROVE <input type="checkbox"/>
APPROVED WITH MODIFICATIONS <input type="checkbox"/>	

FUNDS AVAILABILITY: YES / NO / Other

(Specify) _____

BUDGET ACCOUNT #: 8.1292.441.00.350.001.8.603

Norma Longoria Norma Longoria 3/7/08
 AUTHORIZED SIGNATURE PRINTED NAME DATE

SUBMIT THIS FORM TO THE HIDALGO COUNTY PURCHASING DEPARTMENT, VIA FAX TO (956) 292-7612 or e-mail: sandra.montalvo@co.hidalgo.tx.us by no later than Tuesday, March 11, 2008 @ 5:00p.m.

Enclosures

EXHIBIT "A"
SPECIFICATIONS/REQUIREMENTS

Hidalgo County WIC Program
REQUEST FOR BIDS
"Medical Supplies"
BID No. 2008-008-00-00 SMA

EXHIBIT "A"

Hidalgo County WIC Program "Medical Supplies" BID No. 2008-008-00-00 SMA

SPECIFICATIONS/REQUIREMENTS

The Hidalgo County WIC Program is accepting bids from vendors selling original equipment manufactures. The term of the requirements contract will be for one (1) year period. Hidalgo County reserves the right to extend the contract for an additional year, under agreement with the same terms and conditions. Hidalgo County reserves the right to award the bid to MULTIPLE bidders if the County determines it is in its best interest to do so.

Scope of Services:

The County of Hidalgo, Texas requires the service of a contractor(s) to furnish Medical Supplies for the WIC Program including, but not limited to, the following:

- 1.) Providing original manufacturer items.
- 2.) Have been in business for at least two years.
- 3.) All items will be on an "**as-needed basis only**" there is no guaranteed annual volume.
- 4.) Stock the necessary material in order to be able to provide any item within 24 hours as an Emergency.

Requirements:

- 1.) Samples of all items must be submitted with bid.
- 2.) Delivery must be made within five (5) days maximum from the date order is placed.

Terms & Conditions:

- 1.) Term of contract is for one (1) year period with County's option to extend the contract for an additional year under the same terms and conditions.
- 2.) County will seek purchases from state awarded vendors whenever it is, it's best

interest to do so.

- 3.) County reserves the right to continue this bid for an additional sixty (60) day grace period at the end of the contract term for unforeseen delay in award of new bid for next contract term.
- 4.) After bid is awarded and successful awarded contractor defaults in meeting the general instructions to bidders(s) and/or in complying with the contract agreement, Hidalgo County reserves the right to seek the services of the next lowest bidder(s). In such event, Hidalgo County shall charge the successful bidder the difference for any additional cost to the County.
- 5.) Hidalgo County reserves the right to award to multiple vendors if the County determines it is in its best interest to do so.
- 6.) Any contract awarded to a successful bidder will be in effect until;
 - A.) The contract expires
 - B.) Delivery acceptance of products and/or performance of services ordered, or
 - C.) Terminated by County with thirty (30) day"s written notice prior to be cancellation.

ADDITIONAL INFORMATION:

Hidalgo County is requesting that any and all questions, inquires and clarifications regarding quotes, bids, proposals or statements of qualifications be addressed to Martha L. Salazar, CPPB, Purchasing Agent, 2812 South Business Hwy. 281, Edinburg, Tx 78539