



Hidalgo County Purchasing Department
 2812 S. Business Highway 281
 New Administration Building
 Edinburg, Texas 78539
 (956) 318-2626/ Fax: (956) 318-2629

MEMORANDUM
 (Approval of Specifications)

To: Clarissa Ramirez, Director
 Hidalgo County WIC Program

ATTN: Mague Gonzalez, Admin.Assist. II **via email:** mague.gonzalez@wic.co.hidalgo.tx.us

From: Heidi Ortiz, Buyer III
 Hidalgo County Purchasing Dept.

Date: January 8, 2018

Re: RFB No. 2018-032-02-07-HGO - Approval of Specifications for Hidalgo County WIC Program-
 "Medical Supplies"

Please review the following SPECIFICATIONS and verify if all requirements are met by signing below and indicating **APPROVE** (or) **DISAPPROVE**. If the modified specifications are NOT met, make any and all additional **modifications** necessary and return the revised copy to purchasing department.

If you have any questions, please call me at (956) 318-2626 ext# 4877.

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

FUNDS AVAILABILITY: YES / NO / Other

(Specify) *On Description of Products Delete #12 Menu Tissue

BUDGET ACCOUNT #: 8-1292-441-00-350-001-8-610

<i>Clarissa Ramirez</i>	Clarissa Ramirez	WIC	01/08/2018
AUTHORIZED SIGNATURE	PRINTED NAME	DEPARTMENT	DATE

SUBMIT THIS FORM TO THE HIDALGO COUNTY PURCHASING DEPARTMENT, VIA FAX TO (956) 292-7612 or e-mail: heidi.ortiz@co.hidalgo.tx.us by no later than, **January 8, 2018, @ 3:00 p.m.**

Enclosures

EXHIBIT "A"
HIDALGO COUNTY WIC PROGRAM
"MEDICAL SUPPLIES"
BID NO. 2018-032-02-07-HGO

SCOPE OF SERVICES:

The County of Hidalgo is requesting bids from qualified vendors to furnish Medical Supplies to Hidalgo County WIC Program in accordance with specifications/requirements specified herein and including, but not limited to, the following:

SPECIFICATIONS:

- 1) Providing original manufacturer items.
- 2) All items will be on an "As-Needed Basis only" there is no guaranteed annual volume.
- 3) Stock the necessary material in order to be able to provide any item within 24 hours, as an Emergency.
- 4) All products must be packaged in a manner that will afford reasonable protection against moisture and contamination at all times. Items must be furnished in manufacturer's original unopened package or container.

REQUIREMENTS:

- 1) SAMPLES OF ALL ITEMS MUST BE SUBMITTED WITH BID and with Company's information and instructions for the return of samples, once an examination of items has been completed.
- 2) Required delivery time shall be within (5) day's maximum from the date order is placed.
- 3) Bidder must have been in business for at least two years.
- 4) Unit prices quoted shall remain firm for the period of the contract and shall include the cost of shipping and delivery of all items to the designated FOB point and must include any and all cost in the delivered unit price.
- 5) Bidder shall submit with the bid, two (2) copies of their catalog(s) indicating the full line of medical supplies they intend to supply throughout the term of the contract.

Products and Estimated Annual Usage from prior contracts:

	Description of Products	Quantity
1	Sterile Surgilance -One Step Lancets (sterile) 1.8 mm Puncture Depth-0.50 mm Puncture Width	1050
2	Band-Aids - Sterile (¾ x 3)	1600
3	Alcohol Preps	1100
4	Sharps Containers (14 Qt. Size)	290
5	Vinyl Exam Gloves - Small (powder free-non sterile)	1500
6	Vinyl Exam Gloves- Medium (powder free-non sterile)	5000
7	Vinyl Exam Gloves- Large (powder free-non sterile)	600
8	Alasta Nitrile Gloves- Large (powder free-non sterile)	600
9	Cotton Glove Liners (12 per bag)	100
10	Gauze (2x2- nonsterile)	3200
11	Alcohol (16 oz.)	160
12	Menu Tissue Paper (12x12) (sheet headrest without slit)	1000
13	Cotton tipped applicators (6"- non sterile)	500