

**GUAM MEMORIAL HOSPITAL AUTHORITY
850 GOV. CARLOS G. CAMACHO ROAD
TAMUNING, GUAM 96913
PHONE: 671-647-2165
EMAIL: materials.mgmt@gmha.org**

TRANSMITTAL SHEET

TO: Prospective Bidder
FROM: Hospital Materials Management Administrator
DATE: April 26, 2024
SUBJECT: GMHA IFB 005-2024 Gown-Iso Polypropyl Fluid Proof Gown
Amendment No.2
PAGES: 4 including cover sheet

NOTES:

An acknowledgement via a return email would be appreciated as soon as possible.

DATE / VENDOR ACKNOWLEDGEMENT

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GUAM MEMORIAL HOSPITAL AUTHORITY

ATURIDÁT ESPETÁT MIMURIÁT GUÅHÅN

850 Governor Carlos Camacho Road, Tamuning, Guam 96913
Operator: (671) 647-2330 or 2552 | Fax: (671) 649-5508



AMENDMENT #2 GMHA IFB 005-2024 Isolation Polypropylene Fluid Proof GMHA

This Amendment is issued to now include the Special Provisions, Terms & Conditions. All bidders are required to adhere as stipulated.

If you have any questions, please feel free to address your letter to Lillian Perez-Posadas MN, RN, and email it to Materials Management at materials.mgmt@gmha.org.

Sincerely;



DOLORES PANGELINAN
Hospital Materials Management Administrator

ACKNOWLEDGMENT:

PRINT NAME

SIGNATURE

DATE

SPECIAL PROVISIONS, TERMS & CONDITIONS
GMHA IFB 005-2024
SEALED BID SOLICITATION AND AWARD

This is an "Indefinite Quantity Bid" pursuant to Section 3-501.09.2 of the Guam Memorial Hospital Authority Procurement and Regulations. A definite quantity contract is a fixed-price contract that provides for delivery of a specified quantity of supplies or services either at specified times or when ordered.

Only those items checked below are applicable to this Bid.

(X) **QUANTITIES.** Quantities specified for each item on the schedule are approximate and not guaranteed for award. Quantities are furnished to aid in determining minimum bonding requirement applicable to the bid and awarded bidder's (Contractor) immediate stock level meet the GMHA immediate demand. Previous year's usage and projected demand were used to forecast the annual usage shown on the schedule.

- a) Bidders, Contractor or Vendors must be able to accept and exchange expired / soiled products upon delivery inspection with replacement products at no cost to the hospital.
- b) Quantities in the bid are tentative annual projections and are subject to amendment based upon actual utilization experience and patient census.
- c) Due to fluctuation of GMHA's Operational requirements, the quantity may increase or decrease during the life of the contract term.

(X) **BID PRICE.** Cost for all supplies, equipment, labor and other incidental costs approved by the Hospital prior to awarding the contract must be factored in the bid price.

(X) **SAMPLES.** Samples on equivalent products must be received for evaluation and is required for submission with bid packet; if the offered product is not listed on the "Reference Product or Equivalent" section of the Specification sheet of this solicitation a sample must be submitted (Paragraph 26, General Terms & Conditions).

(X) **Delivery.** See bid specifications.

(X) **GMHA OBLIGATION**

- a) The GMHA is obligated to order the actual requirements of the designated using departments as approved by the Hospital administrator and the required minimum stock level during the contract period.
- b) The obligation to order the GMHA's actual requirements is limited by the provisions stated in Section 3-103.01.1 of the GMHA Procurement Rules and Regulations.

(X) **BID BOND.** Contractor must post a Bid Bond equal to fifteen percent (15%) of the total bid amount. The Bid Bond will be held in lieu of a performance bond, until the supplies or services as agreed to in this contract is completed. (GCA section 5212).

() **PERFORMANCE BOND** is not required for this bid. The Bid Bond will continue in full force and effect, and perform the function of a performance bond, until satisfactory completion of the contract.

(X) EXEMPTIONS.

- a) The Hospital reserves the right to take bids separately if a particular quantity requirement rises which exceeds the Hospital's normal requirements or an amount specified in the contract.
- b) Two exemptions from ordering under the contract:
- c) When the Hospital Administrator approved a finding that the supply or services available under the contract will not meet a nonrecurring, special need of the GMHA; or
- d) When supplies are produced or services are performed incidental to the Hospital's own programs as may be available that can satisfy the need.

(X) PRODUCT IDENTIFICATION.

- a) Each item must comply with Food and Drug Administration (FDA) regulation for providing a listing of ingredients and / or nutritional information with each product delivered.
- b) Specifications are given only as a guide for description of solicited item(s).

(X) CONTRACT TERM.

- a) The contract period is for one (1) year and may be renewed for an additional one-year, not to exceed a total of two (2) years. At the option of GMHA, this contract is subject to a semi-annual review by the Hospital Administrator for determination of the continued need for such a contract, and availability of funds.
- b) The awarded contractor's prices are to remain firm throughout the initial one-year period of the contract. At the end of the first (1st) year the awarded contractor has the option to adjust their original bid price to the equivalent of the Territorial Consumer Price Index's inflation rate as compiled and published by the Economic Research Center of the Guam Department of Commerce. If CPI is not available, then the original contract price is to remain firm.
- c) GMHA shall exercise its option to renew the contract for an additional two-years subject to the availability of funds. The awarded contractor shall notify GMHA at least thirty (30) days prior to the ending of a contract year of any change to the original contract price. If the contractor does not notify GMHA of any price change, GMHA will assume that the original contract prices are to remain firm throughout the next year.