

# SPECIFICATION A

## DEEP MINE SAFETY ITEMS

**CONTRACT SCOPE:** This IFB **6100032236** is being issued by the Pennsylvania Department of General Services (DGS), Bureau of Procurement, on behalf of the Department of Environmental Protection (DEP).

**CONTRACT TERM:** This Contract shall commence on the Effective Date, which shall be no earlier than March 1, 2015 and expire on February 28, 2017, excluding any renewal options.

**OPTION TO RENEW:** Contract(s) may be renewed for three (3) additional one (1) year terms by mutual agreement between the Commonwealth and the Supplier(s) per Section V.3 CONTRACT-002.2b of the Terms and Conditions.

**AWARD AND PRICE LISTS:** This shall be a multiple-award contract. The Supplier offering the highest discount off the list price for each stated brand, who is deemed responsive and responsible, will be issued a contract.

Suppliers are required to provide their current manufacturer's list pricing and a fixed, percentage-off discount electronically with their bid response by completing and reattaching the Excel spreadsheet *Attachment A – Price List* (Includes three Tabs: Supplier Information, Percentage Discount and Price List) for the items requested. The percentage discount from the appropriate price list must contain a numeric figure not to exceed four (4) digits (example: 26.15%). Only one discount permitted per manufacturer.

**AUTHORIZATION:** Suppliers are required to provide an authorization letter from the manufacturer stating they are permitted to sell the manufacturer's products to the Commonwealth of Pennsylvania.

**DELIVERIES:** FOB Destination terms to include all transportation, delivery, shipping and handling costs to any location in the Commonwealth.

**PRICE ADJUSTMENT:** On the anniversary date and at the time of renewal, awarded Suppliers may request to update their pricing to reflect any manufacturer's price increase. Any such request must be submitted to the Issuing Office for review and approval. Suppliers may be required to justify price increases and may possibly be required to submit price verification from the manufacturer.

**ADDITION/DELETION OF PRODUCTS:** This contract mandates brand specific items. Suppliers are responsible for notifying the Commonwealth of any new and/or discontinued products in a timely manner. Suppliers are not permitted to substitute similar items or another brand of item other than the acceptable brand specified in the contract unless given prior approval by the Department of General Services. Additional items may be added to the contract through mutual agreement of the Supplier, and the Department. At no time is a Supplier allowed to unilaterally change the product or price on the contract or provide a brand listed on the contract they were not awarded.

If a replacement product is requested for shipment by the Supplier due to brand/label and/or pack change, it must be authorized and approved by the Department of General Services prior to the Supplier shipping the replacement product.

**OPEN ENROLLMENT:** Additional brands may be added to this contract through supplemental bids as determined by the Issuing Office and the using agency.

**INQUIRIES:** Direct all questions concerning this contract to Shelbie Pickering, Commodity Specialist at 717-703-2947 or at [spickering@pa.gov](mailto:spickering@pa.gov).