

County of Otero Purchasing  
1101 New York Ave., Room 118  
Alamogordo, NM 88310  
(575) 434-0710  
FAX (575) 443-2914



Sealed Bid No 14-009  
Bid Deadline: Wednesday, October 30, 2013  
@3:30 PM  
EMS Supplies/Emergency Services  
Procurement Agent: Ginger Herndon

## INVITATION FOR BIDS

THE COUNTY OF OTERO IS REQUESTING COMPETITIVE SEALED BIDS FOR THE FOLLOWING GOODS OR SERVICES:

**TITLE:** EMS SUPPLIES CONTRACT  
**BID NO.:** 14-009  
**OPEN:** WEDNESDAY, OCTOBER 30, 2013 3:30 P.M. local time

FOR ADDITIONAL INFORMATION CONTACT:

GINGER HERNDON PURCHASING AGENT  
PHONE: (575) 434-0710

THE OFFICE OF THE PURCHASING AGENT, COUNTY OF OTERO WILL RECEIVE COMPETITIVE SEALED BIDS FOR THE GOODS OR SERVICES DESCRIBED IN THIS BID AT:

**VIA MAIL**

OTERO COUNTY PURCHASING  
AGENT  
1101 NEW YORK AVE. ROOM 118  
ALAMOGORDO, NM 88310

**HAND CARRIED**

OFFICE OF THE PURCHASING  
AGENT  
1101 NEW YORK AVE. ROOM 118  
ALAMOGORDO, NM 88310

ANY BIDS RECEIVED AFTER BID OPENING DATE/TIME WILL BE RETURNED UNOPENED. PLEASE USE THE ENCLOSED MAIL LABEL ON THE OUTSIDE OF YOUR ENVELOPE.

DUE DATE: WEDNESDAY, OCTOBER 30, 2013

Having carefully examined the notice to bidders, general instructions to bidders, terms and conditions, supplemental terms and conditions, and project specifications, addenda(s), the site of the work, the work on the above-named project, the undersigned hereby proposes to furnish all materials, labor, equipment, tools, transportation, services, licenses, fees, permits, etc. (not including New Mexico Gross Receipt Taxes or any additive alternates) required by said documents and to complete all divisions of the work stipulated. The Board reserves the right to reject any or all bids and waive any/all formalities.

**SEE ATTACHED SPECIFICATIONS FOR COMPLIANCE**

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Phone/Fax \_\_\_\_\_

Email: \_\_\_\_\_

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Received addenda numbers \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, when issued.

**In State Preference No.** \_\_\_\_\_

## INSTRUCTIONS TO THE BIDDER

1. Bidders are instructed that the contract be based on an indefinite quantity and will be for a period of one (1) year effective from November 1, 2013 through October 30, 2014 with an option to renew on an annual basis based upon mutual agreement for a period not to exceed four (4) years in total.
2. Any bidder wishing to be given consideration as a New Mexico Resident Business and/or Manufacturer, shall comply with Section 13-1-22 NMSA, 1984 comp., as amended and provide his certification in the space provided for that purpose, on the attached form.
3. The Purchaser has the right to refuse any or all bids and is the sole interpreter of the intent of any clause of these specifications and the sole judge as to whether the item bid or any part of fitting thereof complies with these specifications.
4. Pursuant to Section 13-1-131 NMSA, 1987 Comp., as amended, Otero County reserves the right to reject any and all bids, whole or in part, submitted hereunder, provided that such rejections shall be accompanied by a written statement declaring the reason for the rejection.
5. This award/bid is contingent upon available funding.
6. A sample contract is attached for your review. This is the contract the County would expect you to sign.
7. Payment shall be made on a monthly basis upon receipt of a detailed, certified statement of account, which shall include dates and hours reported for the period covered by the regular statement. These records shall be subject to inspection by the County and designated Auditor. The County shall have the right to audit billings both before and after payment; payment under this Agreement shall not foreclose the right of the county to recover excessive or illegal payments.
8. **ETHICAL CONDUCT:** By submitting its bid in response to this invitation, the bidder certifies that:
  - A. It has not offered, given or agreed to give to any County employee or former employee, a gratuity or offer of employment to influence the preparation of or recommendation of award of this bid;
  - B. It has not retained a person or solicited or secured a County Contract for a contingent fee;
  - C. It has not taken any action in restraint of free competitive bidding in connection with this bid;

- D. It has not in any way violated the ethical conduct or other provisions of the County's Public Purchases Ordinance; and
- E. It currently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with its performance of any contract resulting from this bid.

9. REQUESTS FOR EXPLANATIONS BY BIDDERS:

- A. Requests for Explanation: Any explanation desired by the bidder regarding the meaning or interpretation of specifications or any part of this bid must be requested in writing and received in the Purchasing Department not less than five (5) working days before the bid opening date.
- B. Response to Bids: Oral explanations or instructions given prior to the opening of the offer shall not be binding. The Purchasing Department must issue any official explanations, in writing.

10. ADDENDA:

Addenda: Changes or amendments to specifications, conditions or provisions herein may be initiated ONLY through the Purchasing Department in the form of a written addendum.

Any addenda shall become a part of this bid and should be acknowledged either by being signed and returned with the bid or through letter or telegram that arrives prior to the opening of the bid. Failure to do so may result in disqualification of the bid.

It is the responsibility of all vendors considering making a bid in response to this invitation to ensure that they have received all addenda prior to making a bid. Bidders may contact the Purchasing Department to obtain information regarding any addenda issued. Failure to obtain an addendum shall not be grounds for overturning a recommendation of award.

11. CLARIFICATION OF BIDS:

The County may, in the evaluation of bids, request clarification from bidders regarding their bid, obtain additional material or literature, and pursue other avenues of research as necessary to insure that a thorough evaluation is conducted.

12. EQUAL OPPORTUNITY COMPLIANCE/WORKERS' COMPENSATION:

Otero County does not discriminate on the basis of race, color, national origin, sex, religion, age, or disability in the employment or the provisions of services. The "Contractor" agrees to comply strictly with the policies of "County", as well as all Federal and State Laws pertaining to Equal Employment Opportunity, including the Americans with Disabilities Act, and will not discriminate against any person or deny any person participation or benefit from the performance of this Agreement as a result of any discriminatory action. The "Contractor" agrees to comply with State Laws and rules applicable to workers' compensation benefits for its employees. If the "Contractor" fails to comply with the Workers' Compensation Act and applicable rules when required to do so, the "County" may terminate this agreement.

13. OSHA REQUIREMENTS IN EMPLOYMENT:

Otero County shall contract with Companies or Firms whose operators and equipment meet OSHA (Occupational Safety and Health Administration) standards

14. WITHDRAWAL OF BIDS:

A bid may be withdrawn in person at any time BEFORE the scheduled opening of bids, provided a receipt for the withdrawn bids is signed by the bidder or the bidder's authorized representative. The County reserves the right to request proof of authorization to withdraw a bid.

15. DISQUALIFICATION OF BID:

The County reserves the right to reject a bid for, including but not limited to, any one or more of the following circumstances:

- A. In the past the bidder has failed to comply with previous contractual commitments or bids to the County.
- B. In the opinion of the County the bidder is not capable of providing the offered goods, services, or construction as offered or required by the bid or is otherwise not a responsible bidder.
- C. The bidder has not provided sufficient or detailed information which allows for the evaluation of the bid.

- D. In the opinion of the County the offered prices are higher than the prices for which the specified items or services can be purchased on the open market.
- E. The bidder failed to properly fill in any space on the Invitation for Bids form and attached documents where information or a signature is required.
- F. The bidder did not; at the time the bid is made, have an appropriate New Mexico Contractor's License or Certification when one is required by law, regulation or this Bid.
- G. The bidder failed to submit with their bid, bid bonds or other material requirements of the Bid or has otherwise submitted a non-responsive bid.
- H. There are unauthorized additions, conditions, alternate proposals or other irregularities of any kind which might make the bid incomplete, indefinite or ambiguous in meaning.

Bid was not submitted in ink or typewritten or there is any erasure or alteration of words or figures relating to pricing which is not initialed in ink by the bidder.

- J. The County determines that a bid contains any misrepresentations whatsoever.

16. REJECTION/CANCELLATION OF BIDS:

Any solicitation, prior to opening or after opening, may be canceled or any or all bids may be rejected in whole or in part when it is in the best interest of the County.

17. MINOR OR TECHNICAL IRREGULARITIES:

Minor or technical irregularities in a bid, when there is no effect on price, quality or quantity may be waived and clerical errors in a bid may be corrected, if permitted by the Purchasing Officer and are in the best interest of the County.

18. NONCONFORMING/CONDITIONAL, OR COUNTER BIDS:

Any bid which is nonconforming or conditional, whether in part or in whole will be rejected.

19. BID ANALYSIS:

The County reserves the right to analyze, examine and interpret any bid for a minimum period of ninety (90) consecutive calendar days, after the scheduled time for the opening of bids. Bids may not be rescinded during this period except for good cause and with the written approval of the Purchasing Officer. In those situations where the analysis/evaluation exceeds the ninety (90) calendar days, bidders may withdraw their bids from consideration.

20. AWARD OF CONTRACT:

- A. When Award Occurs: The award of a contract occurs when a Purchase Order is issued or other evidence of acceptance by the County is provided to the bidder. A Recommendation of Award does not constitute award of contract.
- B. Award: If a contract is awarded, it shall be awarded to the responsive and responsible bidder whose bid is lowest in total price and is the most advantageous to the County, specifications and other factors considered.
- C. Basis of Award: The County reserves the right to award a contract based on this Bid in total or by group of items, on the basis of individual items, or any combination of these, which in the judgment of the Purchasing Officer, best serves the interests of the County, unless otherwise stated in this Bid.
- D. Increase of Quantities: The County reserves the right to increase the quantities of items of tangible personal property, services or construction to be provided within a twelve (12) month period, under the terms of the Contract, at the same prices, with the consent of the Contractor.
- E. Decrease of Quantities: The County reserves the right to decrease the quantities of items of tangible personal property, services or construction to be provided under the terms of the Contract. However, the Contractor shall be offered an opportunity to cancel the portion of the Contract affected by such a decrease if the Contractor is not able to meet the contracted prices by delivering the decreased amount. This clause shall not have effect if the Contract was originally awarded based on estimated quantities.
- F. Contract Changes: In no case shall a contract be changed without the prior written approval of the Purchasing Officer.

- G. To qualify for the five percent (5%) in state Resident Preference, the bidder must provide their assigned Resident Certification Number with their bid (an appropriate place is designated in the Bid Form). If a bidder does not provide their assigned Resident Certification Number with their bid, the bid shall not be considered as made by a resident business or a resident manufacturer and no preference shall be applied during the analysis of that bid.

21. PROTEST PROCESS:

- A. Any bidder who is aggrieved in connection with a solicitation or award of an Agreement may protest to the County of Otero Purchasing Officer in accordance with the requirements of the County of Otero's Procurement Regulations and the State Procurement Code. The protest should be made in writing within 24 hours after the facts or occurrences giving rise thereto, but in no case later than 15 calendar days after the facts or occurrences giving rise thereto.
- B. In the event of a timely protest under this section, the Purchasing Agent and the County of Otero shall not proceed further with the procurement unless the Purchasing Agent makes a determination that the award of Agreement is necessary to protect substantial interests of the County of Otero (13-1-173 NMSA 1978).
- C. The Purchasing Agent or his designee shall have the authority to take any action reasonably necessary to resolve a protest of an aggrieved bidder concerning procurement. This authority shall be exercised in accordance with adopted regulations, but shall not include the authority to award money damages or attorney's fees (13-1-174 NMSA 1978).
- D. The Purchasing Officer or his designee shall promptly issue a determination relating to the protest. The determination shall:
  - 1) state the reasons for the action taken; and
  - 2) inform the Protestant of the right to judicial review of the determination pursuant to 13-1-183 NMSA 1978.
- E. A copy of the determination issued under 13-1-175 NMSA 1978 shall immediately be mailed to the Protestant and other bidders involved in the procurement (13-1-176 NMSA 1978).

22. DEFAULT/TERMINATION FOR CAUSE:

If, through any cause, the Contractor fails to fulfill the Contractor's obligations under any contract resulting from this Bid in a timely and proper manner, or if the Contractor violates any of the covenants, agreements or stipulations of such contract, the County shall notify the Contractor of such violations in writing and allow the Contractor a reasonable time, set out in the notice, to correct the default. If the default is not corrected within the specified time period the County shall have the right to cancel the contract and any or all other current contracts with the Contractor, and, if applicable, to purchase the required goods or services from another source or sources. The County shall provide written notice to the Contractor specifying the effective date of cancellation. The notice of cancellation may be contained in the notice of default.

If a contract resulting from this Bid is canceled, the Contractor shall not be relieved of liability to the County for damages caused by its breach of the contract. The County reserves the right to recover such damages, including but not limited to any excess cost incurred in having to purchase contract goods/services from other sources by a deduction from an unpaid balance due to the Contractor, collection against a performance or labor and materials payment bond, a combination of these remedies, or any other legal method available. In addition, the Contractor may be removed from the Purchasing Office Vendor List or determined to be ineligible to respond to future solicitations, as being not responsible.

23. TERMINATION FOR THE CONVENIENCE OF THE COUNTY:

The County may terminate any contract resulting from this Bid at any time by giving at least thirty (30) days' notice in writing of such termination to the Contractor. In such event, the Contractor shall be paid under the terms of the contract for all goods/services provided to and accepted by the County, if ordered or accepted by the County prior to the effective date of termination.

24. TERMINATION FOR LACK OF APPROPRIATIONS:

Funding for the contract resulting from this Bid has been appropriated by the County Commission for the County's current fiscal year notwithstanding any other provisions in the contract resulting from this bid, its continuation beyond the end of the any fiscal year is contingent on the County Commission making the appropriations necessary to fund the contract. If sufficient appropriations are not made the contract may be terminated at the end of the County's then current fiscal year upon written notice given by the County to the Contractor. Such termination shall not constitute a default. All payment obligations of the County and all of its

interest in the contract will cease upon the date of termination. The County's decision as to whether sufficient appropriations are available shall be accepted by the Contractor and shall be final.

25. Your signature on the completed bid form will serve as a warranty that your bid is genuine and that this proposal is made without any understanding, agreement or connection with the same purpose and this proposal is in all respects fair and without collusion or fraud, and you agree with all contract provisions.
26. **“Campaign Contribution Form”**  
Offerors must comply with §13-1-191.1 pertaining to the disclosure of campaign contributions made to an applicable public official of a local public body. **Bidder shall submit the “Campaign Contribution Disclosure Form” with their bid submittal. Any Bidder who fails to comply with this requirement will be disqualified, no exceptions. MUST HAVE SIGNATURE**
27. Piggy Back  
In accordance with NMSA23-1-129 of the Procurement Code, bidders are hereby notified that other government entities within the State of New Mexico, or as otherwise allowed by their respective governing directives, may contract for the goods or services included in this procurement document with the awarded contractor. Contractual engagements accomplished under this provision shall be solely between the awarded vendor and the contracting government entity with no obligation by Otero County.

## CAMPAIGN CONTRIBUTION DISCLOSURE FORM

Pursuant to the Procurement Code, Sections 13-1-28, et seq., NMSA 1978 and NMSA 1978, § 13-1-191.1 (2006), as amended by Laws of 2007, Chapter 234, any prospective contractor seeking to enter into a contract with any state agency or local public body **for professional services, a design and build project delivery system, or the design and installation of measures the primary purpose of which is to conserve natural resources** must file this form with that state agency or local public body. This form must be filed even if the contract qualifies as a small purchase or a sole source contract. The prospective contractor must disclose whether they, a family member or a representative of the prospective contractor has made a campaign contribution to an applicable public official of the state or a local public body during the two years prior to the date on which the contractor submits a proposal or, in the case of a sole source or small purchase contract, the two years prior to the date the contractor signs the contract, if the aggregate total of contributions given by the prospective contractor, a family member or a representative of the prospective contractor to the public official exceeds two hundred and fifty dollars (\$250) over the two year period.

Furthermore, the state agency or local public body may cancel a solicitation or proposed award for a proposed contract pursuant to Section 13-1-181 NMSA 1978 or a contract that is executed may be ratified or terminated pursuant to Section 13-1-182 NMSA 1978 of the Procurement Code if: 1) a prospective contractor, a family member of the prospective contractor, or a representative of the prospective contractor gives a campaign contribution or other thing of value to an applicable public official or the applicable public official's employees during the pendency of the procurement process or 2) a prospective contractor fails to submit a fully completed disclosure statement pursuant to the law.

The state agency or local public body that procures the services or items of tangible personal property shall indicate on the form the name or names of every applicable public official, if any, for which disclosure is required by a prospective contractor.

**THIS FORM MUST BE INCLUDED IN THE REQUEST FOR PROPOSALS AND MUST BE FILED BY ANY PROSPECTIVE CONTRACTOR WHETHER OR NOT THEY, THEIR FAMILY MEMBER, OR THEIR REPRESENTATIVE HAS MADE ANY CONTRIBUTIONS SUBJECT TO DISCLOSURE.**

The following definitions apply:

**“Applicable public official”** means a person elected to an office or a person appointed to complete a term of an elected office, who has the authority to award or influence the award of the contract for which the prospective contractor is submitting a competitive sealed proposal or who has the authority to negotiate a sole source or small purchase contract that may be awarded without submission of a sealed competitive proposal.

**“Campaign Contribution”** means a gift, subscription, loan, advance or deposit of money or other thing of value, including the estimated value of an in-kind contribution, that is made to or received by an applicable public official or any person authorized to raise, collect or expend contributions on that official's behalf for the purpose of electing the official to statewide or local office. “Campaign Contribution” includes the payment of a debt incurred in an election campaign, but does not include the value of services provided without compensation or unreimbursed travel or other personal expenses of individuals who volunteer a portion or all of their time on behalf of a

candidate or political committee, nor does it include the administrative or solicitation expenses of a political committee that are paid by an organization that sponsors the committee.

**“Family member”** means spouse, father, mother, child, father-in-law, mother-in-law, daughter-in-law or son-in-law of (a) a prospective contractor, if the prospective contractor is a natural person; or (b) an owner of a prospective contractor.

**“Pendency of the procurement process”** means the time period commencing with the public notice of the request for proposals and ending with the award of the contract or the cancellation of the request for proposals.

**“Prospective contractor”** means a person or business that is subject to the competitive sealed proposal process set forth in the Procurement Code or is not required to submit a competitive sealed proposal because that person or business qualifies for a sole source or a small purchase contract.

**“Representative of a prospective contractor”** means an officer or director of a corporation, a member or manager of a limited liability corporation, a partner of a partnership or a trustee of a trust of the prospective contractor.

Name(s) of Applicable Public Official(s) if any: \_\_\_\_\_  
(Completed by State Agency or Local Public Body)

**DISCLOSURE OF CONTRIBUTIONS BY PROSPECTIVE CONTRACTOR:**

Contribution Made By: \_\_\_\_\_

Relation to Prospective Contractor: \_\_\_\_\_

Date Contribution(s) Made: \_\_\_\_\_  
\_\_\_\_\_

Amount(s) of Contribution(s) \_\_\_\_\_  
\_\_\_\_\_

Nature of Contribution(s) \_\_\_\_\_  
\_\_\_\_\_

Purpose of Contribution(s) \_\_\_\_\_  
\_\_\_\_\_

(Attach extra pages if necessary)

\_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Title (position)

**--OR--**

**NO CONTRIBUTIONS IN THE AGGREGATE TOTAL OVER TWO HUNDRED FIFTY DOLLARS (\$250) WERE MADE** to an applicable public official by me, a family member or representative.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title (Position)

**OTERO COUNTY PURCHASING  
TERMS & CONDITIONS  
UNLESS OTHERWISE SPECIFIED.**

1. **BIDS ARE TO COMPLY WITH ALL INSTRUCTIONS AND PROVIDE THE INFORMATION REQUESTED. FAILURE TO DO SO MAY DISQUALIFY YOUR BID.** All bid items are to be NEW and of most current production, unless otherwise specified.
2. Samples of items, when required, must be furnished free of expense prior to the opening of bids and if not destroyed, will, upon request, be returned at the bidders expense.
3. Prices should be stated in units or quantity specified, with packing included. All deliveries will be F.O.B. Alamogordo, NM unless otherwise specified.
4. Time or proposed delivery must be stated in definite terms. If time varies for different items, the bidder should so state.
5. Time of delivery shall be stated as the number of calendar days following receipt of the order either verbally or in writing, whichever is received first by the vendor, to receipt of the goods or services by Otero County.
6. Time of delivery may be a consideration in the award.
7. **Envelopes containing bids must be sealed and marked with name, address of the bidder, due date, and bid number.**
8. **IMPORTANT:** Bids not received in the office of the Purchasing Agent at the time of opening are disqualified and will be returned unopened.
9. Corrections and/or modifications received after the opening time specified will not be accepted.
10. Where an item is specified by brand name and numbers these are used in these specifications as a matter of convenience to indicate quality, type, and features desired. Accordingly demonstrably equal merchandise will be given full consideration and the bidder is invited to offer such, except where it is clearly stated that such brand names and/or models are specified for the purpose of standardization. Any "or equal" items offered must be substantially equal to the appearance, design, dimensions, approximate cost of the item specified, and must be of equivalent materials, function, and sturdiness of construction of the item specified. Any deviation from specifications must be clearly itemized by the bidder.  
When offering substitutions, please specify, and include descriptive literature.
11. When brand, number, or level of quality is not stated by the bidder, it is understood the offer is exactly as specified.
12. Otero County is exempt from paying sales tax for materials and federal excise taxes. Do not include those taxes in bid. A nontaxable transaction certificate will be provide when payment is made. Services and tax on labor only are not exempt.
13. If your bid is accepted, you will receive notification either verbally or in writing by an issuance of a Purchase Order Number authorizing you to make delivery. Only the accepted bidder will be notified of awards.
14. **ATTENTION BOOKKEEPING & AUDITING DEPARTMENTS:** Complete payment will be made only when entire order is filled, with the exception of "Open Order Purchases", unless otherwise stated on purchase order. **EXCEPTION: Partial payments will be allowed upon written notification and approval if order cannot be completed in a single shipment.** Payment terms are Net 30 days unless otherwise stated.
15. All addenda so issued shall become part of the bid documents.
16. Pricing shall remain effective for a minimum of thirty  
(30) days after bid opening date.

**CONDITIONS**

1. The Purchasing Agent reserves the right to reject any and all bids, to waive any informality in bids, and **unless** otherwise specified to the bidder, to accept any item on the bid.
2. In case of error in the extension of prices in the bid, the unit price will govern.
3. Prompt payment discounts will not be considered in computing the low bid. Otero County will take advantage of cash discounts offered wherever possible.
4. Time in connection with discount offered will be computed from date of delivery or from date correct invoice is received, whichever is later.
5. Final inspection and acceptance will be made at the destination. Supplies rejected at the destination for non-conformance with specifications shall be removed at the vendor's risk and expense, promptly after notice of rejection.
6. Otero County requires vendor certification be the New Mexico State Purchasing Agent before the 5% in-state bidding preference can be extended. Bidders claiming this preference must show certification number on bid and must be prepared to show evidence of certification for the commodity being bid. In-state vendors: failure to secure above will result in non-considerations of any preference for in-state bidders. This will not apply when Federal funds are used, Chapter 13-1-21.

7. Otero County reserves the right to award by item, group of items, or total bids; to reject any and all bids in whole or in part if, in the judgment of the Purchasing Agent, the best interests of Otero County will be served.
8. The Otero County Purchase Order Number shall be shown on all packing, delivery tickets, and other correspondence in connection with the shipment. The user's count will be accepted by the Vendor as final and conclusive on all shipments not accompanied by a packing ticket.

The Vendor's invoice shall be submitted and contain the following information: order number, description of supplies or services, quantities, unit prices, and extended totals. Separate invoices shall be rendered for each and every complete shipment.

9. Otero County reserves the right to cancel all or any part of this order without cost to the County, if the Vendor fails to meet the provisions of this order and, except as otherwise provided herein, to hold the Vendor liable for any excess cost occasioned by the County due to the Vendor's default. The Vendor shall not be liable for any excess costs if failure to perform the order arises out of cause beyond the control and without the fault or negligence of the Vendor, such causes include, but are not restricted to, acts of God or of the public enemy, acts of the State or of the Federal Government, fires, goods, epidemics, quarantine restrictions, strikes, freight embargo's, unusually severe weather, and defaults of subcontractors due to any of the above, unless Otero County shall determine that the supplies or services to be furnished by the subcontractor were obtainable from other sources in sufficient time to permit the Vendor to meet the required delivery scheduled. The rights and remedies of the county provided in this paragraph shall not be exclusive and are in addition to any other rights now being provided by law or under this order.
10. In signing this bid or accepting Purchase Order, the Vendor certifies he/she has not, either directly or indirectly, entered into action in restraint of free competitive bidding in connection with this proposal submitted to Otero County Purchasing Agent.
11. Sections 13-1-28 through 13-1-199 NMSA 1978, imposes civil and criminal penalties for its violation. The New Mexico criminal statutes impose felony penalties for bribes, gratuities, and kickbacks.
12. **THIS BID/AWARD IS CONTINGENT UPON AVAILABLE FUNDING.**

(terms)

rev 05/96

BID NO:

CONTRACT NO:

COST ACCOUNT: MISC

**OTERO COUNTY  
INDEFINITE QUANTITY  
SERVICES CONTRACT**

THIS AGREEMENT made and entered into this \_\_\_\_ day of \_\_\_\_ by and between Otero County hereinafter referred to as "County" and, \_\_\_\_\_ hereinafter referred to as "Contractor".

**IT IS MUTUALLY AGREED BETWEEN THE PARTIES:**

1. Scope of Work. The Contractor will render the following professional services to the County:

Provide services in strict accordance to sealed bid # \_\_\_\_\_, hereby incorporated by reference.

2. Coordination. That the Contractor will devote the necessary hours each week to the performance of such duties that may be assigned to him by the County. Contractor shall secure all licenses, permits, fees, etc., required for the performance of this work.

A. That the Contractor will serve the County diligently and faithfully, and according to his best ability and in all respects, will use his utmost endeavors to promote the interest to the County in accordance to County Terms and Conditions.

B. That the Contractor will maintain records indicating date and length of time such services are rendered. These records shall be subject to inspection by the designated agent of the County.

3. Compensation:

A. That the services rendered by the Contractor shall be at the location of where the County shall designate.

B. That for the services rendered satisfactorily as per paragraphs one through three, supra the County agrees to pay the Contractor compensation at the rate of \$ AS PER BID AGREEMENT # \_\_\_\_\_ by the County upon receipt of a signed invoice. The Contractor will pay the New Mexico Gross Receipts Tax levied on the amounts payable under this contract, **THE COUNTY SHALL PAY APPLICABLE TAXES.**

C. Payment shall be made on a monthly basis upon receipt of a detailed, certified statement of account, which shall include dates and hours reported for the period covered by the regular statement. These records shall be subject to inspection by the County and designated Auditor. The County shall have the right to audit billings both before and after payment; payment under this Agreement shall not foreclose the right of the County to recover excessive or illegal payments.

4. Status of Contractor: The Contractor is an independent contractor performing professional service for the County and is not an employee of the County. The Contractor shall not accrue leave, retirement, insurance, or any other benefits afforded to employees of the County as a result of this contract.

5. Term: That the terms of this contract are contingent on sufficient appropriations and authorization being made by the County for the performance of this contract. The County's decision as to whether sufficient appropriations are available shall be accepted by the Contractor and shall be final. This Agreement shall begin \_\_\_\_\_ and renewable on an annual basis not to exceed four (4) years and terminated on \_\_\_\_\_ unless terminated by either of the parties hereto upon written notice delivered to the other party at least sixty (60) days prior to the intended date of termination. By such termination, neither party may nullify obligations already incurred for performance or failure to perform prior to the date of termination.

6. Assignment: The contractor shall not assign or transfer any interest in this Agreement or assign any claims for money due or to become due under this Agreement without the prior written approval of the County.

7. Subcontracting: The Contractor may not subcontract any portion of the services to be performed under this Agreement.

8. Conflict of Interest: The Contractor warrants that he presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of services required under this Agreement.

9. Indemnification: The Contractor shall hold harmless and indemnify the County against all civil actions, suits, demands, losses, or expenses, including attorney fees, which may be threaten or incurred at any time by reason out of Contractor's services provided pursuant to this Agreement.

10. Amendment: This Agreement shall not be altered, changed, or amended except by instrument in writing executed by the parties thereto.

11. Scope of Agreement: This Agreement incorporates all the Agreements, covenants, and understandings between the parties thereto concerning the subject matter hereof, and all such covenants, Agreements, and understandings have been merged into this written Agreement. No prior Agreement or understanding, verbal or otherwise, of the parties or their agents shall be valid or enforceable unless embodied in this Agreement.

12. Notice: This Agreement shall be governed by the laws of the State of New Mexico. The Procurement Code, Sections 13-1-28 through 13-1-199 NMSA 1978, imposes civil and criminal penalties for its violation. In addition, the New Mexico criminal statues impose felony penalties for illegal bribes, gratuities, and kick-backs.

Receiving a bribe by a public officer or public employee (Section 30-24-2, NMSA, 1978) it is a fourth-degree felony to commit the offense of soliciting or receiving illegal kickbacks (Section 30-41-1 NMSA, 1978; it is a fourth-degree felony to commit offense of offering or paying illegal kickbacks (Section 30-41-2), NMSA 1978)

13. Signing Agreement: In signing this agreement the parties certify that each is aware of the proscriptions and requirements contained in the State of New Mexico Governmental Conduct Act (NMSA 1978 10-16-1 through 10-16-18) and that the Act is applicable to this agreement and the conduct of the parties pursuant to the terms of this agreement. In signing this agreement, the Contractor certifies that this agreement is not the result of, or affected by, any unlawful act of collusion with any other person or company engaged in the same line of business or commerce, or any other fraudulent act punishable under New Mexico or United States.

**IN WITNESS THEREOF**, the parties have executed this Agreement the day and year as above written.

**COUNTY:**

By: \_\_\_\_\_  
Chairperson, Susan Flores

Date: \_\_\_\_\_

Attorney: \_\_\_\_\_  
Daniel Bryant

Date: \_\_\_\_\_

**CONTRACTOR:**

By: \_\_\_\_\_  
SIGNATURE

Name; Type or Print

\_\_\_\_\_

Mailing Address:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**ATTEST:**

\_\_\_\_\_  
Denise Guerra, Clerk

Date: \_\_\_\_\_

PREFERENCE #: \_\_\_\_\_

TELEPHONE: (     ) \_\_\_\_\_

FAX-(     ) / \_\_\_\_\_ -

FEDERAL ID # : \_\_\_\_\_

ITEM	ITEM DESCRIPTION	BRAND	QUANTITY	UNIT PRICE	VENDOR NOTES
	<b>CATEGORY I-AIRWAY SUPPLIES</b>				
1	Oral Airway 50 mm		EACH		
2	Oral Airway 55/60 mm		EACH		
3	Oral Airway 70mm		EACH		
4	LMA Airway kit		multi sizes		
5	oral Airway 80 mm		EACH		
6	Oral Airway 90 mm		EACH		
7	Oral Airway 100mm		EACH		
8	Oral Airway 115mm		EACH		
9	Nasal Airway-12fr Red Rubber Rush		BX/10		
10	Nasal Airway-14fr Red Rubber Rush		BX/10		
11	Nasal Airway-18fr Red Rubber Rush		BX/10		
12	Nasal Airway-20fr Silkolatesh Rush Adjustable Flange (yellow)		BX/10		
13	Nasal Airway-24fr Silkolatesh Rush Adjustable Flange (yellow)		BX/10		
14	Nasal Airway-28fr Silkolatesh Rush Adjustable Flange (yellow)		BX/10		
15	Nasal Airway-32fr Silkolatesh Rush Adjustable Flange (yellow)		BX/10		
16	Nasal Airway-36fr Silkolatesh Rush Adjustable Flange (yellow)		BX/10		
17	King Airway kit		Multi sizes		
18	Suction catheter # 10fr		EACH		
19	Suction Catheter #14fr		EACH		
20	Suction Catheter #18fr		EACH		
21	Suction Catherter Yankauer		EACH		
22	The Big Yank ( CONMED)		EACH		
23	The Big Yank ( CONMED)		CASE/48		
24	Suction Tubing (Cath-Vacuum)		CASE/50		
25	BVM Infant "The Bag" Yellow (laerdal)		CASE/8		
26	BVM Child "The Bag" Yellow (laerdal)		CASE/8		
27	Combitube Size Adult		CASE/4		
28	Combitube Size Small Adult		CASE/4		
29	Oxygen Masl- nasal cannula, LSP 33239		CASE/50		
30	Oxygen Mask Pediatric Non-rebreather LSP 64090		CASE/50		
31	Oxygen Mask Adult Non-rebreather LSP 64059		CASE/50		

ITEM	ITEM DESCRIPTION	BRAND	QUANTITY	UNIT PRICE	VENDOR NOTES
	<b>CATEGORY I-AIRWAY SUPPLIES</b>				
13	ETT tube holder Thomas Pedi		case/100		
	<b>CATEGORY I-AIRWAY SUPPLIES</b>				
	<b>CATEGORY I-AIRWAY SUPPLIES</b>				
32	Oxygen Mask Venturi Style		EACH		
33	Oxygen Mask Pocket		CASE/50		
34	Prefilled Oxygen Humidifier-Prefilled 500 ml, single use		CASE/50		
35	OxygenMask/Pedi Nebulizer		CASE/50		
36	Oxygen Mask/Adult Nebulizer		CASE/50		
37	Oxygen Nebulizer, Hand Held		CASE/50		
38	BVM Adult "The Bag" Yellow (laerdal)		CASE/8		
39	Face Mask-neonate (for BVM)		EACH		
40	Face Mask-infant (for BVM)		EACH		
41	Face Mask-child (for BVM)		EACH		
42	Face Mask adult (for BVM)		EACH		
43	Nitrous Mouth Piece		CASE/50		
44	Ventilation Circuit-Disposable		CASE/10		
45	Lubrication Gel-0.5 gm, KY Jelly, J & B Brand		BX/144		
46	Lubrication Gel-40z tube, KY Jelly, J & J Brand		PER EA		
47	Quick Trach Adult 4.0 mm (RUSCH)		EACH		
48	ETT tube holder Thomas Adult		BX/25		
49	Whistle Tip-Airway Monitor-Single use plastic cap to produce an audible whistle, used with standard 15mm endotracheal or nasotracheal tube.		BX/10		
50	ET Tube Check Bulb, "E.I.D"		BX/20		
51	Endotrol tube 6.0: Sterile, individually packagede, x-ray opaque.		EACH		
52	Endotrol tube 7.0: Sterile, individually packaged, x-ray opaque		EACH		
53	Endotrol tube 8.0: Sterile, individually packaged, x-ray opaque		EACH		
54	Endotrol tube 9.0: Sterile, individually packaged, x-ray opaque		EACH		
55	ET tubes 2.5 Endotracheal Tube/Stylette Combination-Sterile, individually packaged, oral, x-ray opaque, in 15mm connector, high volume; SLICK SET		EACH		

ITEM	ITEM DESCRIPTION	BRAND	QUANTITY	UNIT PRICE	VENDOR NOTES
	<b>CATEGORY I-AIRWAY SUPPLIES</b>				
56	ET tubes 3.0: Endotracheal Tube/Stylette Combination-sterile, individually packaged, oral, xray opaque, in 15 mm connector, high volume, SLICK SET COMBO.		EACH		
57	ET tubes 3.5 : Endotracheal Tube/ Stylette Combination-Sterile, individually packaged, oral, x-ray opaque, in 15 mm connector, high volume; SLICK SET COMBO		EACH		
58	ET tubes 4.0: Endotracheal Tube / Stylette Combination- Sterile, individually pagkaged, oral, xr-ray opaque, in 15mm connector, high volume; SLICK SET COMBO		EACH		
59	ET tubes cuffed 5.0 with stylette: Endotracheal Tube / Stylette Combination- Sterile, individually packaged, oral, x-ray opaque, in 15mm connector, high volume/low pressure cuff; SLICK SET COMBO		EACH		
60	ET tubes cuffed 6.0 with stylette: Endotracheal Tube / Stylette Combination- Sterile, individually packaged, oral, x-ray opaque, in 15 mm connector, high volume/low presure cuff; SLICK SET COMBO		EACH		
61	ET tubes cuffed 7.0 with stylette Endortacheal Tube /Stylette Combination- sterile, individually packaged, oral, x-ray opaque, in 15 mm connector, high volume/low pressure cuff; SLICK SET COMBO		EACH		
62	ET tubes cuffed 7.5 with stylette: Endotracheal Tube / Stylette Combination- Sterile, individually packaged, oral, x-ray ipaque, in 15mm connector, high volume/low pressure cuff: SLICK SET COMBO		EACH		
63	ET tubes cuffed 8.0 with stylette: Endotracheal Tube/ Stylette Combination- Sterile, individually packaged, oral, x-ray ipaque, in 15 mm connector, high volume/low pressure cuff; SLICK SET COMBO		EACH		
64	ET tubes cuffed 9.0 with stylette: Endotracheal Tube / Stylette Combination- Sterile, individually packaged, oral, x-ray opaque, in 15 mm connector, high volume/low pressure cuff; SLICK SET COMBO		EACH		
	<b>TOTAL</b>				

	ITEM DESCRIPTION	BRAND	QUANTITY	UNIT PRICE	VENDOR NOTES
	<b>CATEGORY II AWAY HARDWARE/ SUPPLIES</b>				
65	Laryngoscope Blade Mac #3 Fiber Optic		EACH		
66	Laryngoscope Blade Mac #4 Fiber Optic		EACH		
67	Laryngoscope Blade Miller #0 Fiber Optic		EACH		
68	Laryngoscope Blade Miller #1 Fiber Optic		EACH		
69	Laryngoscope Blade Miller #2 Fiber Optic		EACH		
70	Laryngoscope Blade Miller #3 Fiber Optic		EACH		
71	Forceps Curved 5.5 inch		EACH		
72	Forceps Straight 5.5 inch		EACH		
73	Forceps Magil Child		EACH		
74	Laryngoscope Handle-Fiber Optic by Rusch ( Dolphine Style)		EACH		
75	Laryngoscope Blade Mac #1 Fiber Optic		EACH		
	<b>TOTAL</b>				
	<b>CATEGORY III TRAUMA RELATED SUPPLIES</b>				
76	Triangular Bandage by Dynarex: Muslin, Individually wrapped at least 35" x 35" x 59"		BX/12		
77	Conforming gauze bandage-elastic 4"x 5 yards J & J brand # 6904, Non sterile, 12 bandages per bag		BX/12		
78	Cold Pack: Disposable, single use, needs no refrigeration		CASE/24		
79	Heat Packs		CASE/48		
80	Band-aids 3/4" Dynarex brand		CASE/12		
81	Band-aids 1" Dynarex brand		CASE/12		
82	4 x4 gauze bandages Dynarex brand-sterilized, 12 ply, two sponges per envelope		25 envelopes/2ea		
83	Multi-Trauma Dressing-10"x 30" Sterile		CASE/50		
84	Gauze Eye Pads by J & J		BX/50		
85	4 x 4 Vaseline Gauze bandages		BX/10		
86	Baby bunting by GAM		EACH		
87	bandaid knuckle		CASE/12		
88	Bandaid knee		CASE/12		

	ITEM DESCRIPTION	BRAND	QUANTITY	UNIT PRICE	VENDOR NOTES
	<b>CATEGORY III TRAUMA RELATED SUPPLIES</b>				
89	Asherman Chest Seal Valve		CASE/8		
90	Burn Sheet (or Burn Care Pack)-Sterile, 50" x 96" disposable		EACH		
91	Tape 2" Durapore by 3M		Bx/24		
92	Tape 1" Durapore by 3M		BX/24		
93	Tape 3" Durapore by 3 M		BX/3		
94	Splint 36" long - Short Leg		EACH		
95	Splint 54" long - long Leg		EACH		
96	Cervical Collar Adult "Mini-Ace" by AMBU		CASE/50		
97	Head immobilizer "STA-BLOK" BY STI		CASE/50		
98	Head immobilizer "STA-BLOK" BY STI		CASE/30		
99	Backboard Straps- Disposable by STI- with buckle		EACH		
100	Obestrical Kits-Disposable by GAM		EACH		
101	Padded Board/Splint Kits		EACH		
102	Vac-u- Splints		EACH		
103	Scope Stretcher		EACH		
104	Sam Splints		EACH		
105	Spider Straps		EACH		
106	Backboards		EACH		
107	Infant head immobilizer		EACH		

	ITEM DESCRIPTION	BRAND	QUANTITY	UNIT PRICE	VENDOR NOTES
	<b>CATEGORY IV - IV'S/INJECTION SUPPLIES</b>				
108	IV Catheters 18 Guage-Protectiv by Critikon		BX/50		
109	IV Catheters 16 Guage-Protectiv by Critikon		BX/50		
110	IV Catheters 14 Guage-Protectiv by Critikon		BX/50		
111	Intraosseous infusin Needle 15 Guage		BX/10		
112	F.A.S.T. 1 (Adult)		EACH		
113	Tourniquet NON-Latex		PKG/10		
114	Tourniquet -Latex		PKG/25		
115	Triple anti-Biotic Ointment		BX/144		
116	Veni-gard IV Stabilizer		case/5 boxes		
117	Plastic Needle by Braun McGaw		case/500		
118	Vial Adapter for Blunt Cathetor		EACH		
119	Braum Medic Plastic Anti-Stick Needle NF9285		BOX		
120	lcc syringe 27 guage x 1/2 inch- Vanishpoint brand		BX/100		
121	3cc syringe-25 gauge x 1 inch-Vanishpoint brand		BX/100		
122	5 cc syringe-20 gauge x 1 inch- Vanishpoint brand		BX/100		
123	10 CC Syringe only		BX/100		
124	30 CC Syringe only		BX/50		
125	Lever Lock Cannula		BX/100		
126	Needles 22Gor 23G x 1 inch		BX/100		
127	Needles 22Gor 23G x 1 inch or 5/8 inch		BX/100		
128	Needles 18G x 1 1/2 inch		BX/100		
129	IV Minidrip set-AMSate by Amsiono-Needleless 83" long-with one luer valve		case/50		
130	IV Extension Set, Standard Bore, 1 Split Seprum Site, 1 Needleless Site DEHP-Fres, 6 inch (Saline Lock for injection Site)		EACH		
131	IV Macrodrop set -AMSINO-Needleless-83" long		case/50		
132	IV Catherters 24 Guage-Protective by Critkron		case/50		
133	IV Catheters 24 Guage-Protective by Critilon		CASE/50		
134	IV Catherers 20 Guage-Protective by Critkion		Bx.50		
135	Splint 9" long -IV wrist board		EACH		
136	Splint 18" long -IV arm board		EACH		

	ITEM DESCRIPTION	BRAND	QUANTITY	UNIT PRICE	VENDOR NOTES
	<b>CATEGORY IV - IV'S/INJECTION SUPPLIES</b>				
137	Alcohol Prep Pads:2 ply, medium size, saturated with 70% isopropyl alcohol;package 200/box Kendall Brank		BX/100		
138	Iodine Swab Sticks by Dynarex		BX/50		
139	Lancets-Unistick by lifescans		BX/100		
140	TB Syringe .3cc		BX/100		
141	Mucosal Atomization Device with 3 ml syringe (MAD)		BX/100		
	TOTAL				
	<b>CATEGORY V HARDWARE/SUPPLIES</b>				
142	Tweezers 4.5 inch for Splinters		EACH		
143	Tweezers 5.0 inch		EACH		
144	Bandage Scissors		EACH		
145	Paramedic Multipurpose Scissors		EACH		
146	Nail Polish Remover Pads		BX/100		
147	Paramedic Holster by RAINE #0012		EACH		
148	Ringcutter Complete set		EACH		
149	Glucometer Elite EL Blood Sugar test kit		EACH		
150	Glucometer Elite test strips		BX/50		
151	Glass Thermometer Oral Individually Packaged		EACH		
152	Glass Thermometer Rectal Individually packaged		EACH		
153	EKG Electrodes paks of 10ea Blue Sensor brand		EACH		
154	Stethoscope Classic II S..E b y Littman 28"		EACH		
155	Ring and Diaphragm Assembly Littmann II Stethoscope		EACH		
156	Pediatric BP cuff by TYCOS #5098-18		EACH		
157	Adult BP cuff by TYCOS 35098-02		EACH		
158	Penlight Disposable		EACH		
159	Digit-Finger Oximeter or NONIN		EACH		
160	K.E.D (FERNO		EACH		
161	K.E.D (Ferno) Head/chin set (replacement parts)		EACH		
162	Sphygmoma meter with stethoscope Combo II Kit		EACH		
163	C-A-T Compat Application Tourniquet		EACH		
164	QuikClot Combat Gauze Z-Fold Vacuum Packed		EACH		
165	8500 Plus Oximeter carry case		EACH		
	TOTAL				

	ITEM DESCRIPTION	BRAND	QUANTITY	UNIT PRICE	VENDOR NOTES
	<b>CATERGORY VI MISC &amp; INFECTION CONTROL</b>				
166	Gloves non- latex multiple sizes		CASE/10		
167	Gloves latex multiple sizes		CASE/10		
168	Disposable Blanket "soft care by Banta		CASE/18		
169	Disposable Pillow		EACH		
170	Disposable sheets by Graham #44547		CASE/50		
171	Disposable Pillow Cases by TIDI		CASE/50		
172	Clip Boards "Cruiser Mate" by Saunders 8.5 x 14		EACH		
173	Safety Glasses Venture II by Pyramex Black Frame/clear lens		EACH		
174	Respirator Disposable madk N95 model 1860 by 3M		BX/20		
175	Emisis bags by GKR		CASE/240		
176	8 QT Sharps containerw/sharpstar lid by SAGE #S8534		EACH		
177	Facemask w/Visor Medline brand		BX/25		
178	Biohazard bag 1-6 gal size		BX/50		
179	PPE Gown by SAGE #8576		BX/15		
180	Sharps Shuttle		EACH		
181	1 Qt sharps container w/sharpstar lid		EACH		
	<b>TOTAL</b>				

	ITEM DESCRIPTION	BRAND	QUANTITY	UNIT PRICE	VENDOR NOTES
	<b>CATERGORY VII DRUGS AND MEDICATIONS</b>				
182	Benadryl (Diphenhydramine) 50 mg/1cc		BX/10		
183	Charcoal Activated 50G/8oz		CASE/12		
184	D50 25G/50CC		BX/10		
185	Epinephrine 1 : 1000 1mg/1cc		BX/10		
186	Epinephrine 1 :1000 30 mg/30cc		EACH		
187	Epinephrine 1 : 10,000 1mg/10ml IMS Luer-Jet syringe		EACH		
188	Epinephrine auto injector adult		EACH		
189	Epinephrine auto injector child		EACH		
190	Epinephrine twin pack		EACH		
191	Glutose (40% Detrose) 15G/tube		EACH		
192	Glucagon or Glucagen Kit		EACH		
193	Narcan/Nalaxone 2mg/2ml (luerJet)		BX/10		
194	Narcan/Nalaxone 4mg/ml, 10ml vial		BX/10		
195	albuterol 2.5 mg/3cc		BX/25		
196	Acetaminophen liquid flavored		BOTTLE		
197	Ipratropium .25 ml		BX/30		
198	Duoneb		5/PK		
199	Aspirin 81 mgs/bottlfe		BOTTLE		
200	Nitroglycerine (Nitrolingual Spray) 0.4 mg/spray OR TABLETS		EACH		
201	Phenergan/Promethazine 25mg/1ml ampule		EACH		
202	Ondansetron (Zofran®) 4mg, 2ml vial		EACH		
203	Methyprednisoline 125 mg Vial or ampule		EACH		
204	Hydroxycobalamine 5 gram Vial or ampule		EACH		
205	2 PAM chloride 1.0 gm OR 2.0gm MDV		EACH		
206	Sodium Chloride 0.9% 10cc injectable		EACH		
207	Sodium Chloride 0.9% 250cc Irrigation		EACH		
208	Biohazard bag 1-6 gal size		EACH		
209	Sodium Chloride 0.9% 1,000cc Drip		CASE/12		
210	Sodium Chloride 0.9% 250cc drip		CASE/36		
211	Lactated Ringers Solution 1000cc Drip		CASE/12		
212	O2 Bottles sizes C, D AND E		EACH		
213	Regulators for o2		EACH		

	ITEM DESCRIPTION	BRAND	QUANTITY	UNIT PRICE	VENDOR NOTES
	<b>CATEGORY VII DRUGS AND MEDICATIONS</b>				
214	OX totes C, D, & E SIZES		EACH		
	<b>TOTAL</b>				
	Precent Discount based on a percent off of the published (MSRP) Manufactureres Suggested Retail Price list at time of sale				
	Precent (%) discount(s) offered for supplies and equipment not listed				
	<b>GRAND TOTAL</b>				