



STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS

Department of Administration

DIVISION OF PURCHASES

One Capitol Hill, 2nd floor

Providence, RI 02908

TEL: (401) 574-8100

FAX: (401) 574-8387

Website: www.purchasing.ri.gov

REQUEST FOR QUOTE (RFQ) – BID# 7550896
ONLINE MEDICAL BASED RESOURCE AND REFERENCE TOOL

SUBMISSION DEADLINE: 09/13/2016 at 10:30 AM (EST)

PRE-BID CONFERENCE:

NO

YES _____

Buyer Name: Sharon Louro

Title: Buyer I

QUESTIONS concerning this solicitation must be received by the Division of Purchases at (sharon.louro@purchasing.ri.gov) no later than **Tuesday August 30, 2016 @ 10:00 AM EST**. Questions should be submitted in a *Microsoft Word attachment*. Please reference the **RFQ Bid # 7550896** on all correspondence. Questions received, if any, will be posted on the Rhode Island Division of Purchases website as an addendum to this solicitation. It is the responsibility of all interested parties to download this information.

NOTE TO VENDORS:

Vendors must register on-line at the Rhode Island Division of Purchases website at www.purchasing.ri.gov.

Offers received without the completed three-page Rhode Island Vendor Information Program (RIVIP) Generated Bidder Certification Cover Form attached may result in disqualification.

THIS PAGE IS NOT A BIDDER CERTIFICATION FORM

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The Rhode Island Department of Administration/Division of Purchases, on behalf of the Eleanor Slater Hospital (BHDDH) is soliciting quotes from qualified firms to provide on-line medical library, research and point of care resource for clinicians.

- **OPENING DATE:** 09/13/16 at 10:30 AM EST
- Contract Period 10/01/2016 -08/31/2017 with option to renew for (4) 12-month periods based on vendor performance and availability of funds.
- In order to appropriately size the bid, read the section listed on page 3 to get a good understanding what needs to be included.
- Award will be based on lowest responsive, responsible bidder, meeting or exceeding the specifications stated herein or product that offers functional capabilities equivalent to the specifications. The State reserves the right to determine those offers which are responsive to the Request, or which otherwise serve its best interest.
- Bidders must submit a hard copy of the "Bid Specification Form" along with the three – page certification cover form.
- An Electronic Based File is attached that includes an Excel Spreadsheet for submission of the vendor bid form for this solicitation. No USB drives will be accepted.
 - Submission instruction is as follows:
 - Please submit a DISC (CD) copy of your bid form in the same excel format provided. Bidders are required to complete and submit attached "Bid Specification Form" with their proposal in excel on the Electronic Based Excel File. Please do not print the Sample Spread Sheet(s) and manually enter pricing.
 - Once Disc Based File is completed submit an electronic version in Excel on a disc (CD). Also submit a printed signed hard copy of your Excel spread sheet with your proposal.

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1.1. BACKGROUND

Eleanor Slater Hospital maintains no on-site library service on either of its two campuses. As a healthcare institution, its physicians and clinical personnel must have access to appropriate and current clinical research and medical information to stay current and also as an efficient resource for individual patient circumstances and challenges to access in a timely manner.

1.2. SCOPE OF WORK

Eleanor Slater Hospital (ESH) is looking to contract for a medical-based resource and reference tool for its Physicians, Psychiatrists, and clinical professionals. ESH currently supports a patient census of approximately 250, employs 30 clinicians, and provides medical-based resource and reference tools for 25 concurrent users. It is presumed to be a subscription service where information is constantly being updated to maintain the most current data available.

1.3. SPECIFIC ACTIVITIES/ TASKS

- Features that clinical staff would expect to access from the hospital's on-line medical-based resource and reference tool:
 - Medical topics
 - Sourced articles written by specialists in their fields & edited by physician-editors
 - Clinical manifestations and diagnosis of disease
 - Treatment
 - Maintenance of acute and chronic disease states
 - References listed at bottom of each monograph
 - Access to drug monographs
 - Off-label use of medications
 - Drug interactions and compatibility of IV preparations
 - Recommended laboratory monitoring
 - References listed at bottom of each monograph
 - Patient information
 - Drug and disease state information
 - Provided in basic format and with more advanced medical terminology
 - Available in English & Spanish (for basic format)
 - Written by physicians & editors
 - Calculators for various medical specialties
 - Continuing Education credits, ie CME

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Contract Terms and Conditions

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Terms and Conditions

BID STANDARD TERMS AND CONDITIONS

TERMS AND CONDITIONS FOR THIS BID

INSURANCE REQUIREMENTS

AN INSURANCE CERTIFICATE IN COMPLIANCE WITH PROVISIONS OF ITEM 31 (INSURANCE) OF THE GENERAL CONDITIONS OF PURCHASE IS REQUIRED FOR COMPREHENSIVE GENERAL LIABILITY, AUTOMOBILE LIABILITY, AND WORKERS' COMPENSATION AND MUST BE SUBMITTED BY THE SUCCESSFUL BIDDER(S) TO THE DIVISION OF PURCHASES PRIOR TO AWARD. THE INSURANCE CERTIFICATE MUST NAME THE STATE OF RHODE ISLAND AS CERTIFICATE HOLDER AND AS AN ADDITIONAL INSURED. FAILURE TO COMPLY WITH THESE PROVISIONS MAY RESULT IN REJECTION OF THE OFFEROR'S BID. ANNUAL RENEWAL CERTIFICATES MUST BE SUBMITTED TO THE AGENCY IDENTIFIED ON THE PURCHASE ORDER. FAILURE TO DO SO MAY BE GROUNDS FOR CANCELLATION OF CONTRACT.

NOTE: IF THIS BID COVERS CONSTRUCTION, SCHOOL BUSING, HAZARDOUS WASTE, OR VESSEL OPERATION, APPLICABLE COVERAGES FROM THE FOLLOWING LIST MUST ALSO BE SUBMITTED TO THE DIVISION OF PURCHASES PRIOR TO AWARD: * PROFESSIONAL LIABILITY INSURANCE (AKA ERRORS & OMISSIONS) - \$1 MILLION OR 5% OF ESTIMATED PROJECT COST, WHICHEVER IS GREATER. * BUILDER'S RISK INSURANCE - COVERAGE EQUAL TO FACE AMOUNT OF CONTRACT FOR CONSTRUCTION. * SCHOOL BUSING - AUTO LIABILITY COVERAGE IN THE AMOUNT OF \$5 MILLION. * ENVIRONMENTAL IMPAIRMENT (AKA POLLUTION CONTROL) - \$1 MILLION OR 5% OF FACE AMOUNT OF CONTRACT, WHICHEVER IS GREATER. * VESSEL OPERATION - (MARINE OR AIRCRAFT) - PROTECTION & INDEMNITY COVERAGE REQUIRED IN THE AMOUNT OF \$1 MILLION.

RIVIP INFO - BID SUBMISSION REQUIREMENTS

It is the Vendor's responsibility to check and download any and all addenda from the RIVIP. This offer may not be considered unless a signed RIVIP generated Bidder Certification Cover Form is attached and the Unit Price column is completed. The signed Certification Cover Form must be attached to the front of the offer. When delivering offers in person to One Capitol Hill, vendors are advised to allow at least one hour additional time for clearance through security checkpoints.

MAILING ADDRESS FOR BID PROPOSALS ISSUED BY THE STATE OF RHODE ISLAND, DIVISION OF PURCHASES

All Bid Proposals must be submitted by mail or hand delivered to:

- State of Rhode Island
- Department of Administration
- Division of Purchases, Second floor
- One Capitol Hill
- Providence, RI 02908-5855

DIVESTITURE OF INVESTMENTS IN IRAN REQUIREMENT:

No vendor engaged in investment activities in Iran as described in R.I. Gen. Laws §37-2.5-2(b) may submit a bid proposal to, or renew a contract with, the Division of Purchases. Each vendor submitting a bid proposal or entering into a renewal of a contract is required to certify that the vendor does not appear on the list maintained by the General Treasurer pursuant to R.I. Gen. Laws §37-2.5-3.

PURCHASE AGREEMENT BID

BIDDING (a) A single price shall be quoted for each item against which a proposal is submitted. This price will be the maximum in effect during the agreement period. Any price decline at the manufacturer's level shall be reflected in a reduction of the agreement price to the State. (b) Quantities, if any, are estimated only. The agreement shall cover the actual quantities ordered during the period. Deliveries will be billed at the single, firm, awarded unit price quoted regardless of the quantities ordered. (c) Bid price is net F.O.B. destination and shall include inside delivery at no extra cost. (d) Bids for single items and/or a small percentage of total items listed, may, at the State's sole option, be rejected as being non-responsive to the intent of this request. **ORDERING** (a) The User Agency(s) will submit individual orders for the various items and various quantities as may be required during the agreement period. (b) Exception - Regardless of any agreement resulting from this bid, the State reserves the right to solicit prices separately for any extra large requirements for delivery to specific destinations.

Mailing Address for Bid Proposals issued by the State of Rhode Island, Division of Purchases:

All Bid Proposals must be submitted to the following address:

State of Rhode Island
Department of Administration
Division of Purchases, 2nd Floor
One Capitol Hill
Providence, RI 02908

DELIVERY PER AGENCY

DELIVERY OF GOODS OR SERVICES AS REQUESTED BY AGENCY.

VENDOR SPECIFICATIONS

ALL VENDORS MUST INCLUDE SPECIFICATIONS WITH BID PROPOSAL (EVEN THOSE BIDDING BRAND SPECIFIED). FAILURE TO SUBMIT SPECIFICATIONS WITH BID PROPOSAL MAY RESULT IN DISQUALIFICATION OF BID. ITEMS IN CATALOGS MUST BE CLEARLY MARKED AND PAGES TABBED.

MULTI YEAR AWARD

THIS IS A MULTI-YEAR BID/CONTRACT. PER RHODE ISLAND STATE LAW 37-2-33, CONTRACT OBLIGATIONS BEYOND THE CURRENT FISCAL YEAR ARE SUBJECT TO AVAILABILITY OF FUNDS. CONTINUATION OF THE CONTRACT BEYOND THE INITIAL FISCAL YEAR WILL BE AT THE DISCRETION OF THE STATE. TERMINATION MAY BE EFFECTED BY THE STATE BASED UPON DETERMINING FACTORS SUCH AS UNSATISFACTORY PERFORMANCE OR THE DETERMINATION BY THE STATE TO DISCONTINUE THE GOODS/SERVICES, OR TO REVISE THE SCOPE AND NEED FOR THE TYPE OF GOODS/SERVICES; ALSO MANAGEMENT OWNER DETERMINATIONS THAT MAY PRECLUDE THE NEED FOR GOODS/SERVICES.