



Solicitation Number: 21PSX0081

Testing Services - Supplemental ITB to Contract #21PSX0049

Invitation to Bid (ITB)

State of Connecticut

July 06, 2021 - July 15, 2021

General Header Information

No. 21PSX0081
Title: Testing Services - Supplemental ITB to Contract #21PSX0049
Start Date: July 06, 2021 at 3:00:00 PM EDT
End Date: July 15, 2021 at 2:00:00 PM EDT
Vendor Q&A Start Date:
Vendor Q&A End Date:
Estimated Total Value:
Who can respond to this bid? : All Vendors
Description: Testing Services - Supplemental ITB Solicitation. The results of this solicitation will be incorporated into Contract #21PSX0049.
Delivery Terms: Free On Board Destination
Payment Terms: Net 45 Days
Contact Information: State of Connecticut
Tina Costanzo
450 Columbus Blvd Hartford CT, 06103 United States
Tel: 860-713-5068
Fax:
Tina.Costanzo@ct.gov
Contact Details: If you have any questions, please contact:
Tina Costanzo
450 Columbus Blvd Hartford CT, 06103 United States
Tel: 860-713-5068
Fax:
Tina.Costanzo@ct.gov
Selected Categories: Healthcare Services (85000000)

Header Custom Fields: ELECTRONIC SIGNATURE

Instructions

Instructions IMPORTANT: The following electronic signature requires supplier agreement in order to respond to an Invitation to Bid (ITB). Suppliers responding to any other solicitation type are not required to agree. The individual submitting this electronic signature must be authorized to sign contracts on behalf of the company and must be listed as such in the company's corporate resolution/vendor authorization documents. Please keep in mind that the person listed as "authorized" must be the same person submitting their electronic signature when completing their company's submittal.

ELECTRONIC SIGNATURE OF PERSON AUTHORIZED TO SIGN SOLICITATIONS ON BEHALF OF THE COMPANY:

I am duly authorized to sign documents on behalf of this company. By selecting "I Agree" in the drop down box below, I confirm and understand that an electronic signature is taking place and I intend to be bound by and authenticate this electronic record, and attest to the statements contained within. I hereby certify that all information supplied is true to the best of my knowledge and belief, subject to the penalties of false statement.

I agree, I disagree

In addition, the above-named respondent fully acknowledges and agrees with the terms and conditions contained in this solicitation and related contract. If the above named respondent is awarded a contract for the goods and/or services called for in the solicitation, the respondent's electronic signature will mean that the respondent shall be bound by and perform fully in accordance with the terms and conditions set forth in the solicitation and contract. Further, if the above named respondent is awarded a contract, then upon DAS' posting of the award in CTSource (Award Date), the solicitation response is accepted and the above named respondent and DAS shall be bound by all of the terms and conditions of the contract.

I agree, I disagree

The respondent hereby certifies under penalty of false statement that all the information supplied is complete and true.

I agree, I disagree

SUPPLIER REQUIREMENTS

Requirements Tab

Suppliers are reminded to click on the "Requirements" tab to access notifications and specific solicitation requirements that affect Supplier responses. Please refer to the CTsource system "Help" functionality or training documents on the State Contracting Portal titled "How to Respond to Solicitations" for additional guidance.

Supplier Award Requirements

Suppliers are reminded that prior to contract award, a supplier will be required to update specific information in the Supplier's CTsource account. Please refer to the "Additional Required Attributes and Attachment" section of the CTsource "Supplier Registration Portal User Guide" for additional guidance.

Solicitation Requirements: SOLICITATION OVERVIEW

Background

The State of Connecticut Department of Administrative Services (“DAS”) is issuing this Solicitation pursuant to its authority under CGS 4a-2, 4a-52 and 4d-2.

This is a supplemental solicitation for Testing Services for COVID 19. The results of this solicitation will be incorporated into Contract #21PSX0049. Contractors that have been awarded under Contract #21PSX0049 need not re-apply.

SOLICITATION OBJECTIVES

Description of Objectives

1. It is the intention of the State to award to multiple Contractors that can service various geographic locations throughout the State of Connecticut to support various testing needs. .
2. Contractors should reply to those test types and geographic locations they can provide services to.

SOLICITATION INSTRUCTIONS

Questions and Communication

1. Questions for the purpose of clarifying this Solicitation must be received no later than Monday, July 12, 2021, by 12:00 PM (Noon) ET and must be directed to Tina Costanzo, via email at tina.costanzo@ct.gov
2. During the period from your organization's receipt of this Solicitation, and until a contract is awarded, your organization shall not contact any employee of the State of Connecticut concerning this procurement except in writing directed to Tina Costanzo, via email tina.costanzo@ct.gov.

SOLICITATION PROVISIONS

Mandatory Extension to State entities

Contractor shall offer and extend the Contract (including pricing, terms and conditions) to political sub-divisions of the State (towns and municipalities), schools, and not-for-profit organizations

Brand Name Specifications or References

The use of the name of a manufacturer or of any particular make, model or brand in describing an item does not restrict respondents to that manufacturer or specific article unless limited by the term "no substitute". However, the article being offered must be of such character and quality so that it will serve the purpose for which it is to be used equally as well as that specified, and the respondent shall warrant to the State that it is fit for that purpose. Solicitation responses on comparable items must clearly state the exact article being offered including any and all applicable options and the respondent shall furnish such other information concerning the article being offered as will be helpful in evaluating its acceptability for the purpose intended. If the respondent does not indicate that the article offered is other than as specified, it will be understood that the respondent is offering the article exactly as specified. Respondents must submit complete documentation on the specifications and quality levels of the products. Solicitation responses submitted that do not contain this documentation are subject to rejection.

Quantities and/or Usage

Quantities and/or Usages Any quantities set forth in this Solicitation are estimated quantities and/or usages only and in no way represent a commitment and/or intent to purchase any particular amount. Actual quantities may vary and will be identified on individual purchase orders issued by the requesting entity

Contract Separately / Additional Savings Opportunities

DAS reserves the right to either seek additional discounts from the Contractor or to contract separately for a single purchase, if in the judgment of DAS, the quantity required is sufficiently large, to enable the State to realize a cost savings, over and above the prices set forth in Exhibit B, whether or not such a savings actually occurs.

Security and/or Property Entrance Policies and Procedures

Contractor shall adhere to established security and/or property entrance policies and procedures for each requesting Client Agency. It is the responsibility of each Contractor to understand and adhere to those policies and procedures prior to any attempt to enter any Client Agency premises for the purpose of carrying out the scope of work described in this Contract.

ITB Solicitation Standard Terms and Conditions

The following Standard Terms and Conditions govern the Invitation to Bid (ITB) solicitation issued by the Department of Administrative Services (DAS). Incorporated by reference into these Standard Terms and Conditions are applicable provisions of the Connecticut General Statutes, including but not limited to, those in Title 4a, Chapter 58 or Title 4d, Chapter 61 and applicable provisions of the Regulations of Connecticut State Agencies, including but not limited to, those that begin with and follow Section 4a-52-1 or 4d-3-1.

Respondents shall comply with the statutes and regulations as they exist on the date of their ITB response and as they may be modified from time to time during the term of the Contract, as it may be amended.

NOTICE: Sections 14, 15, 17, and 18 below will be updated by DAS to reflect specific representation and certification requirements pursuant to Public Act 21-76. In the interim, contractors are advised that **effective July 1, 2021**, if contractor enters into a contract resulting from this ITB, contractor will be required to make representations and certifications in the contract consistent with the following Connecticut General Statutes:

1. Section 4-252, Certification requirements for large state contracts;
2. Section 4-252a, Certification re whether making certain investments in Iran;
3. Section 4a-81, Contracts for goods and services over fifty thousand dollars;
4. Section 4a-60, Nondiscrimination and affirmative action provisions in awarding agency, municipal public works and quasi-public agency project contracts;
5. Section 4a-60a, Provisions re nondiscrimination on the basis of sexual orientation required in awarding agency, municipal public works and quasi-public agency project contracts; and
6. Section 9-612, Other contributions by individuals. Principals of investment services firms, state contractors, principals of state contractors, prospective state contractors or principals of prospective state contractors. See applicable notice at <https://portal.ct.gov/OPM/Fin-PSA/Forms/Ethics-Forms>.

Pursuant to Connecticut General Statute 4a-60b, DAS, at its sole discretion, may elect to solicit ITB response pricing through a Reverse Auction.

Submission of ITB Responses:

1. All solicitation documents must be submitted on-line through CTsource and will be accepted as your official ITB response submission by DAS. If DAS receives additional submissions of your ITB responses in any other method, DAS will reject those submittals.

- 2.** Solicitation of responses must be submitted on-line using the forms specified by DAS and must be submitted no later than the due date and time specified in the solicitation. Paper Bids, telephone, email or facsimile responses will not be accepted in response to a solicitation. Respondents are cautioned that there may be additional documents, attachments or requirements posted on CTsource at any time. All documents must be reviewed and required information provided. Failure to do so may result in rejection of the ITB response.
- 3.** ITB solicitations received after the due date and time specified in each ITB solicitation will not be accepted for consideration.
- 4.** A respondent will not be allowed to post or resubmit a bid response after the due date and time specified in the ITB solicitation. Incomplete bid forms may result in the rejection of the bid response. Amendments to bid responses received by DAS after the due date and time specified for opening of solicitations will not be considered. With the exception of pricing submission through Reverse Auction participation, ITB responses may be electronic or handwritten and then uploaded in CTsource. All bid response shall be signed by a person duly authorized to sign bids on behalf of the respondent. Unsigned ITB responses may be rejected.
- 5.** Conditional bid responses are subject to rejection in whole or in part. A "conditional bid response" is defined as one limiting or modifying any of the terms and conditions and/or specifications of the ITB solicitation.
- 6.** Alternate bid responses will not be considered unless the ITB specifically requests alternate bid responses. An alternate bid response is one which is submitted in addition to and is not dependent upon the respondent's primary response to the ITB solicitation.
- 7.** In the event of a discrepancy between the unit price and the extension, the unit price shall govern. Prices should be extended in decimal form, not fractions, to be net, and shall include transportation and delivery charges fully prepaid by the Contractor to the destination specified in the ITB solicitation, and subject only to cash discount.
- 8.** Pursuant to Section 12-412 of the Connecticut General Statutes, the State of Connecticut is exempt from the payment of excise, transportation and sales taxes imposed by the Federal Government and/or the State. Such taxes must not be included in bid prices.
- 9.** All bid responses will be opened publicly on the date specified in the ITB solicitation and, upon award, are subject to public inspection.

10. The successful respondent shall be bound by the terms and conditions of the form contract attached to the ITB solicitation. The respondent fully acknowledges and agrees with all of the terms and conditions contained in this Standard Terms and Conditions agreement, the accompanying ITB solicitation, the Contract and any other exhibits or attachments to this ITB solicitation and Contract. Further, if the respondent is awarded a contract for the deliverables called for in the ITB solicitation, the respondent's signature on any documents related to this ITB solicitation, shall mean that the respondent shall be bound by and perform fully in accordance with all of the terms and conditions set forth in the ITB solicitation, these Standard Terms and Conditions, and the Contract as if the respondent had actually executed this Standard Terms and Conditions form and the Contract itself.

Guaranty or Surety:

11. Bid and or performance bonds may be required. Bonds must meet the following requirements: Corporation - must be signed by an official of the corporation above their official title and the corporate seal must be affixed over the signature; Firm or Partnership - must be signed by all the partners and indicate they are "doing business as"; Individual - must be signed by the owner and indicated as "Owner". The surety company executing the bond or countersigning must be licensed in Connecticut and the bond must be signed by an official of the surety company with the corporate seal affixed over their signature. Signatures of two witnesses for both the principal and the surety must appear on the bond. Power of attorney for the official signing the bond for the surety company must be submitted with the bond.

Samples:

12. The quality of accepted bid samples does not supersede the specifications for quality in the ITB solicitation unless the sample is superior in quality. All deliveries shall have at least the same quality as the accepted bid sample.

Samples are furnished free of charge. Respondents must indicate if their return is desired, which DAS shall do or cause to be provided that they are returned at respondent's sole cost and expense, FOB respondent's destination, and that they have not been made useless by testing. If they are made useless by testing, the State may dispose of the samples as it deems to be appropriate. Samples may be held for comparison with deliveries.

Award:

13. Award of a contract will be made to the lowest responsible qualified respondent and shall be based on quality of the deliverables to be supplied, their conformance with specifications, delivery terms, price, administrative costs, past performance, and financial responsibility.

DAS may reject any respondent in default of any prior contract or guilty of misrepresentation or any respondent with a member of its firm in default or guilty of misrepresentation.

DAS may correct inaccurate awards resulting from clerical or administrative errors.

Respondents have 10 days after notice of award of the Contract to refuse acceptance. After 10 days the Contract will be binding on the Contractor. If the Contractor rejects the award within the 10 day period, DAS will award the Contract to the next lowest responsible qualified respondent.

Contract:

14. Section 4a-81 of the Connecticut General Statutes requires that the ITB solicitation of which these Standard Terms and Conditions are a part include a notice of the consulting affidavit requirements described in Section 4a-81. Accordingly, contractors are notified as follows:

14. (a) No state agency or quasi-public agency shall execute a contract for the purchase deliverables, which contract has a total value to the State of fifty thousand dollars or more in any calendar or fiscal year, unless the state agency obtains the written affidavit described in subsection (b) of this section.

14. (b) 1. Any principal or key personnel of a person, firm or corporation who submits bid responses for a contract described in subsection (a) above shall attest in an affidavit as to whether any consulting agreement has been entered into in connection with such contract. Such affidavit shall be required if any duties of the consultant included communications concerning business of such state agency, whether or not direct contact with a state agency, State or public official or State employee was expected or made.

"Consulting agreement" means any written or oral agreement to retain the services, for a fee, of a consultant for the purposes of (A) providing counsel to a contractor, vendor, consultant or other entity seeking to conduct, or conducting, business with the State, (B) contacting, whether in writing or orally, any executive, judicial, or administrative office of the State, including any department, institution, bureau, board, commission, authority, official or employee for the purpose of solicitation, dispute resolution, introduction or requests for information or (C) any other similar activity related to such contract.

"Consulting agreement" does not include any agreements entered into with a consultant who is registered under the provisions of Chapter 10 of the Connecticut General Statutes concerning the State's Codes of Ethics, as of the date such affidavit is submitted.

14. (b) 2. Such affidavit shall be sworn as true to the best knowledge and belief of the person signing the certification on the affidavit and shall be subject to the penalties of false statement.

14. (b) 3. Such affidavit shall include the name of the consultant, the consultant's firm, the basic terms of the consulting agreement, a brief description of the services provided, and an indication as to whether the consultant is a former state employee or public official. If the consultant is a former State employee or public official, such affidavit shall indicate his or her former agency and the date such employment terminated.

14. (b) 4. Such affidavit shall be updated no later than 30 days after the effective date of any such change contained in the most recently filed affidavit or upon submittal of any new bid response, whichever is earlier.

14. (c) If a contractor refuses to submit the affidavit required under subsection (b) of this section, then the state agency shall not award the Contract to such contractor and shall award the contract to the next highest ranked contractor or seek new bid responses.

15. Section 4-252 (the "Statute") of the Connecticut General Statutes requires that the ITB solicitation, of which these Standard Terms and Conditions are a part, include a notice of the contractor certification requirements described in the Statute. Accordingly, pursuant to the Statute, contractors are notified as follows:

15. (a) The terms "gift," "quasi-public agency," "state agency," "large state contract," "principals and key personnel" and "participated substantially" as used in this section shall have the meanings set forth in Section 4-250 of the Connecticut General Statutes.

15. (b) No state agency or quasi-public agency shall execute a large state contract unless the state agency or quasi-public agency obtains the written or electronic certifications described in this section. Each such certification shall be sworn as true to the best knowledge and belief of the person signing the certification, subject to the penalties of false statement.

15. (c) Any principal or key personnel of the person, firm or corporation submitting a bid for a large State contract shall certify on such forms as the State shall provide:

15. (d) That no gifts were made by (A) such person, firm, corporation, (B) any principals and key personnel of the person, firm or corporation, who participates substantially in preparing bids, proposals or negotiated State contracts, or (C) any agent of such person, firm, corporation or principals and key personnel, who participate substantially in preparing bids, proposals or negotiating state contracts, to (i) any public official or State employee of the state agency or quasi-public agency soliciting bids or proposals for state contracts, who participates substantially in the preparation of bid solicitations or requests for proposals for State contracts or the negotiation or award of State contracts, or (ii) any public official or State employee of any other state agency, who has supervisory or appointing authority over such state agency or quasi-public agency; That no such principals and key personnel of the person, firm or corporation, or agent of such person, firm or corporation or principals and key personnel, knows of any action by the person, firm or corporation to circumvent such prohibition on gifts by providing for any other principals and key personnel, official, employee or agent of the person, firm or corporation to provide a gift to any such public official or state employee; and (iii) that the person, firm or corporation is submitting bids or proposals without fraud or collusion with any person.

15. (e) Any respondent that does not make the certification required under this section shall be disqualified and the state agency or quasi-public agency shall award the contract to the next lowest responsible qualified respondent or seek new ITB responses.

15. (f) Each state agency and quasi-public agency shall include in the ITB specifications for a large state contract a notice of the certification requirement of this section.

16. The existence of the Contract shall be determined in accordance with the requirements set forth above. However, the award of the Contract is not an order to ship. Contractors may not begin to perform under the awarded Contract until the Contractor and the State have executed the Contract and thereafter the Contractor receives a written purchase order from an appropriate State entity.

17. With regard to a State contract as defined in Section 9-612 of the Connecticut General Statutes having a value in a calendar year of \$50,000 or more or a combination or series of such agreements or contracts having a value of \$100,000 or more, the authorized signatory to this bid submission in response to the State's solicitation expressly acknowledges receipt of the State Elections Enforcement Commission's notice advising prospective state contractors of state campaign contribution and solicitation prohibitions, and will inform its principals of the contents of the notice. For further details see Exhibit C attached to the Contract.

18. Public Act 11-55 and Public Act 11-229 have amended the nondiscrimination provisions of the Connecticut General Statutes to add gender identity or expression to the existing protected classes and to require State contractors to adopt policies in support of the new statutes by means of an affidavit or resolution. Accordingly, attached as Form NDC is a form certification that the successful contractor must deliver executed at the time that it executes the Contract. The execution and submittal of this affidavit or resolution is a condition precedent to the State's executing the Contract, unless the Contractor is exempt from this statutory requirement, in which case the Contractor must obtain a written waiver from the State's Commission on Human Rights and Opportunities.

SOLICITATION SELECTION CRITERIA

Solicitation Award Methodology

DAS may award by individual item, group of items, or the entirety of all items. DAS may also reject any and all solicitation responses in whole or in part, and waive minor irregularities and omissions if, in the judgment of DAS, the best interest of the State will be served.

Lowest, Responsible Qualified Respondent

Pursuant to CGS 4a-59 and DAS Procurement Regulations 4a-52-8 and 4a-52-18, the award shall be made to the lowest, responsible qualified Respondent. The following factors, in descending order of relative importance, will be considered in the evaluation to determine the lowest, responsible qualified bidder:

- a. Pricing
- b. The conformity of the supplies, materials, equipment or contractual services to the specifications
- c. Bidder's past performance
- d. Bidder's financial responsibility
- e. Delivery Terms
- f. The administrative costs of the State
- g. Life-cycle costs, trade-in or resale value of the supplies, materials or equipment

List additional criteria, if required.

Micro Business Preference

The contract resulting from this solicitation will be awarded to the lowest responsible qualified Respondent. The qualities of articles to be supplied, their conformity with the needed specifications, their suitability to the requirements of the State government and the delivery terms will be taken into consideration, and the life-cycle costs and trade-in or resale value of the articles may be considered where it appears to be in the best interest of the State. In determining the lowest responsible qualified Respondent, a price preference of up to ten per cent (10%) may be given for the purchase of the goods or services from micro businesses, or up to fifteen per cent (15%) in the case of "veteran-owned" (as described below) micro businesses. Micro business means a business with gross revenues not exceeding three million dollars (\$3,000,000) in the most recently completed fiscal year. To be considered for the ten per cent (10%) price preference, Respondents must submit prior to the solicitation due date a copy of their Internal Revenue Service tax return form for the most recently completed fiscal year, confirming the amount of their gross revenues for that fiscal year. Failure to provide such tax return prior to the solicitation due date will deny Respondent consideration for the ten per cent (10%) price preference. For Respondents who have not yet filed their tax return for the most recently completed fiscal year, in lieu of a tax return, a letter from a Certified Public Accountant attesting to the Respondent's gross estimated revenues for the most recently completed fiscal year will be accepted. To be considered for the fifteen per cent (15%) price preference, Respondents must submit prior to the solicitation due date a copy of their current certification from the Connecticut State Department of Veteran Affairs as to both "veteran-owned" and "micro business" status. "Veteran-owned" micro business means a micro business of which at least fifty-one per cent (51%) of the ownership is held by one or more "veterans" of the "armed forces." In accordance with Section 27-103(a) of the Connecticut General Statutes, "veterans" means any person honorably discharged, or released under honorable conditions, from active service in the armed forces and "armed forces" means the United States Army, Navy, Marine Corps, Coast Guard and Air Force and any reserve component thereof, including the Connecticut National Guard. Interested Respondents may obtain the Certification Application by visiting: www.ct.gov/ctva and selecting "Veteran Owned Micro Business" option. Failure to provide such certification prior to the solicitation due date will deny Respondent consideration for this price preference.

This bid has no questions defined.

Documents:

21PSX0049 ITB Contract and Exhibits.pdf

Statement of Qualifications.pdf

Item Specifications

Solicitation has been designated as having no line items.

