

Procurement & Contract Services

Klamath Falls: 541.885.1133 (office) 3201 Campus Dr. Purvine Hall 288 Klamath Falls, OR 97601 Wilsonville: 503.821.1266 (office) 27500 SW Parkway Ave. Wilsonville, OR 97070

REQUEST FOR QUOTES (RFQ) #2021-33

Issue Date: July 28, 2021

Project Name:	Dental Hygiene Pro	Dental Hygiene Program – Student Instrument Kits (Chemeketa)			
Quote Due Date/Time:	Monday, August 9,	Monday, August 9, 2021, 1:00 PM			
Project Coordinator:	Paula Hendrix	Phone:	503-365-4697		
		Email:	Paula.Hendrix@oit.edu		
Contract Coordinator:	Leticia Hill	Phone:	541-885-1133		
		Email:	Leticia.Hill@oit.edu		

SUBMIT QUOTES VIA EMAIL TO PURCHASING@OIT.EDU

PLEASE NOTE: EMAIL SUBMISSIONS SHOULD HAVE "2021-33" IN THE SUBJECT LINE

1. ANNOUNCEMENT AND SPECIAL INFORMATION

Quoters are required to read and understand and comply with all information contained within this Request for Quotes ("RFQ"). All quotes are binding upon quoter for thirty (30) days from the Quote Due Date/Time. All payments for services will be paid in accordance with Oregon Revised Statute (ORS) 293.462. Quotes received after the Quote Due Date/Time indicated above may not be considered. If authorized in this RFQ, resulting contract, travel, and other expenses will only be reimbursed in accordance with the Oregon Institute of Technology ("Oregon Tech") Contractor's Travel Reimbursement Policy in effect at the time the expense is incurred.

It will be the responsibility of the quoter to refer daily to the Public University Procurement Website (https://www2.wou.edu/nora/orpu.bid.home) to check for any available addenda, response(s) to clarifying questions, cancellations, or other information pertaining to this RFQ.

2. SCOPE

The purpose of this RFQ is to dental instrument kits for students in the Dental Hygiene program at the Salem, OR campus. The kit specifications are as follows:

Senior (Class C) Fall Kits – Part A

	PLEASE BAG THE FOLLOWING BY LINE ITEM					
Qty	Unit	Item#	Manufacturer	Description	Unit Cost	Total Cost
18	EA	SDCM/D7	Hu-Friedy	Mesial/Distal DiamondTec File Scale #7 Hdl	\$	\$
18	EA	SDCN7	Hu-Friedy	Nabers DiamondTec File Scaler #7 Hdl	\$	\$
					TOTAL	\$

Special Instructions

- PLEASE BAG INSTRUMENTS INTO 20 KITS
- PLEASE LASER MARK CASSETTE ON #2 LOCATION LETTER AND NUMBER
- PLEASE COLOR CODE INSTRUMENTS & LABEL BAGS AS FOLLOWS: Junior color code and cassette engraving

• PLEASE LASER MARK CASSETTES WITH BIN AND CUBBY NUMBERS ONLY:

A1 – PURPLE/WHITE A8 – BLACK/GREEN A18 – GREEN/WHITE A5 – PURPLE/ORANGE A17 – GREEN/PINK A10 – PURPLE/PINK A12 – PURPLE/PURPLE A7 - RED/REDA13 – PURPLE/BLUE A9 – RED/GRAY A15 – PURPLE/RED A20 – RED/BLUE A14 – BLUE/PINK A6 – PURPLE/GREEN A16 – PURPLE/GRAY A11 – BLUE/GRAY A3 – BLACK/BLACK A19 – BROWN/ORANGE

A3 – BLACK/BLACK A19 – BROWN/ORANG A4 – BLACK/PURPLE A2 – YELLOW/GRAY

Total Item# Unit Unit Cost Manufacturer Description Qty Cost **INFINITY 14 INST DD** IMN9143A \$ \$ 20 EA Hu-Friedy W* CASS, ORANGE, AW Laser Marking Cassette LASER Hu-Friedy \$ \$ 20 EA MARK IMN9143AW #11/12 Gracey Curette, EE2 SG11/12C8 40 EA Hu-Friedy \$ \$ E2-U Resin Orange #13/14 Gracey Curette, EE2 SG13/14C8 \$ \$ 40 EA Hu-Friedy E2-U Resin Blue #1/2 Gracey Curette, EE2 SG1/2C8E2 \$ \$ 40 EA Hu-Friedy Resin Grey #3/7 Hirschfeld File Satin \$ \$ 20 EA FH3/76-U Hu-Friedy Steel Handle #5/11 Hirschfeld File Satin \$ \$ 20 EA FH5/116-U Hu-Friedv Steel Handle #9/10 HIRSHFELD FILE \$ EA \$ 20 FH9/106-U Hu-Friedy SATIN STEEL HANDLE File Sharpener-Tanged \$ 20 EA **FST** Hu-Friedy \$ #5/6 Barnhart Rigid Curette, SBH5/6R9E \$ \$ 20 EA Hu-Friedy 2-U EE2 #9 #11/12 ODU DE Explorer, #7 EXD11/127 \$ EA Hu-Friedy \$ 60 Clr PCPUNC12 CC SE UNC Probe, 1-12, #7 \$ \$ EA Hu-Friedy 60 7C Clr EA PCP127C Hu-Friedy CC SE Probe 3-6-9-12, #7 Clr \$ \$ 60 CC DE #2 Nabers Probe 3-6-60 EA PQ2N7C Hu-Friedy \$ \$ 9-12, #7 Clr #1/2 Mini-5 Micro Gracey SMS1/29E2 \$ 40 EA Hu-Friedy \$ -U Curette, EE2 #9 #11/12 Mini-5 Micro Gracey SMS11/129 \$ \$ EA Hu-Friedy 40 E2-U Curette, EE2 #9 #13/14 Mini-5 Micro Gracey SMS13/149 \$ 40 EA Hu-Friedy \$ E2-U Curette, EE2 #9 #1/2 Barnhart Rigid Curette, SBH1/2R9E \$ \$ EA Hu-Friedy 20 EE2 #9

60	EA	MH7C	Hu-Friedy	Mirror Handle, #7 Clr	\$	\$
20	EA	MIR4DS/3	Hu-Friedy	#4 DS FS CS Mouth Mirror, 3 pack	\$	\$
20	EA	IMN9083A W*	Hu-Friedy	MTO INFINITY 8 INS DD CASS, ORG, AW POSTED	\$	\$
20	EA	LASER MARK	Hu-Friedy	Laser Marking Cassettes / IMN9083AW	\$	\$
40	EA	IMN6053A W*	Hu-Friedy	MTO INFINITY 5 INS CASS, ORANGE, AW POSTED	\$	\$
40	EA	LASER MARK	Hu-Friedy	Laser Marking Cassettes / IMN6053AW	\$	\$
60	EA	PTS-IND	Hu-Friedy	PLASTIC TEST STICK- INDIVIDUAL	\$	\$
20	EA	SCNEVI29E 2-U	Hu-Friedy	Nevi Scaler Posterior, EE2 #9 Handle	\$	\$
40	EA	SC4R/4L9E 2-U	Hu-Friedy	#4R4L Columbia Curette, EE2 #9 Handle	\$	\$
20	EA	S204S9E2- U	Hu-Friedy	204S DE Sickle Scaler, EE2 #9 Handle	\$	\$
40	EA	SH6/79E2- U	Hu-Friedy	H6/H7 DE Scaler, EverEdge2 #9 Handle	\$	\$
20	EA	HF-466	Hu-Friedy	INSERT WEAR GUIDE	\$	\$
20	EA	HFL-390	Hu-Friedy	Student Welcome Card and Envelope – new item	\$	\$
					TOTAL	\$

Junior (Class A) Fall Kits – Part B

Qty	Unit	Item#	Manufacturer	Description	Unit Cost	Total Cost
80	EA	76-43	Integra Miltex	Purple GripRite Syringe Petite Aspirating CW	\$	\$
40	EA	R138R	Paradise Dental Technologies	Scaler Montana Jack Rigid Yellow	\$	\$
20	EA	DCI 3055	A-Dec	Syringe Tip Autoclavable Pack of 5	\$	\$
20	EA	231102	Young Dental	Trace 2oz Bottle – Disclosing Solution	\$	\$
			_		TOTAL	\$

Junior (Class A) Fall Kits – Part C

Qty	Unit	Item #	Manufacturer	Description	Unit Cost	Total Cost
20	EA	80294	Dentsply Sirona	30K Powerline 10	\$	\$
20	EA	80799	Dentsply Sirona	30K Powerline 1000	\$	\$
20	EA	80397	Dentsply Sirona	30K Slimline Right	\$	\$
20	EA	80396	Dentsply Sirona	30K Slimline Left	\$	\$
					TOTAL	\$

Sophomore (Class B) Fall Kits – Part A

Special Instructions

- PLEASE BAG INSTRUMENTS INTO 20 KITS
- PLEASE COLOR CODE INSTRUMENTS & LABEL BAGS AS FOLLOWS:
- PLEASE LASER MARK WITH STUDENT LETTER AND NUMBER:

B1 – BLUE/YELLOW B12 – ORANGE/PINK B11 – BLUE/BLUE B14 – ORANGE/ORANGE

B19 – BLUE/OCEAN BLUE
B2 – YELLOW/YELLOW
B7 – YELLOW/BLACK
B3 – RED/PINK
B4 – PINK/PINK
B15 – BROWN/PINK
B16 – GRAY/GRAY
B17 – WHITE/ORANGE

B20 – PINK/YELLOW B8 – WHITE/PINK B5 – ORANGE/BLACK B9 – WHITE/BLACK

B5 – ORANGE/BLACK			BLACK	B9 – WHITE/BLACK		
Qty	Unit	Item #	Manufacturer	Description	Unit Cost	Total Cost
40	EA	IMN9148AW*	Hu-Friedy	INFINITY 14 INST DD CASS, BLUE, AW	\$	\$
40	EA	LASER MARK	Hu-Friedy	Laser Marking / IMN9148AW	\$	\$
40	EA	IMN6053AW*	Hu-Friedy	MTO INFINITY 5 INS CASS, ORANGE, AW POSTED	\$	\$
40	EA	LASER MARK	Hu-Friedy	Laser Marking / IMN6053AW	\$	\$
80	EA	EXD11/127C	Hu-Friedy	#11/12 ODU DE Explorer, #7 Clr	\$	\$
80	EA	PCPUNC127 C	Hu-Friedy	CC SE UNC Probe, 1-12, #7 Clr	\$	\$
20	EA	SS3C	Hu-Friedy	#3 Ceramic Stone	\$	\$
20	EA	PTS-IND	Hu-Friedy	PLASTIC TEST STICK- INDIVIDUAL	\$	\$
40	EA	MIR4DS/3	Hu-Friedy	#4 DS FS CS Mouth Mirror, 3 pack	\$	\$
80	EA	MH1-U	Hu-Friedy	#1 Cone Socket Mirror Handle	\$	\$
40	EA	DP317-U	Hu-Friedy	#317 Dressing Pliers, Smith Beak	\$	\$
20	EA	SCNEVI49E2 -U	Hu-Friedy	#4 Nevi Scaler Posterior DE, EverEdge 2 #9	\$	\$
20	EA	SH6/79E2-U	Hu-Friedy	H6/H7 DE Scaler, EverEdge 2 #9 Handle	\$	\$
20	EA	TSDE	Hu-Friedy	Thin DE Scaler/SH6/79E2	\$	\$
20	EA	SBH5/69E2- U	Hu-Friedy	#5/6 Barnhart Curette, EE2 #9 Handle	\$	\$
20	EA	TSDE	Hu-Friedy	Thin DE Scaler/SBH5/69E2	\$	\$
20	EA	S204S9E2-U	Hu-Friedy	204S DE Sickle Scaler, EE2 #9 Handle	\$	\$
40	EA	SCNEVI19E2 -U	Hu-Friedy	Nevi Anterior DE, EE2 #9 Handle	\$	\$
					TOTAL	\$
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Sophomore (Class B) Fall Kits - Part B

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Qty	Unit	Item#	Manufacturer	Description	Unit Cost	Total Cost
20	EA	DCI 3055	A-Dec	Syringe Tip Autoclavable Pack of 5	\$	\$
20	EA	4132-798	Benco Dental	Natural Extensions Tinted Eyewear with Black Frame	\$	\$
20	EA	4132-770	Benco Dental	Natural Extensions Clear Eyewear with Black Frame	\$	\$
20	EA	KWKLIP DH / 4543-255	Kwik Klip/ Benco	Dental Hygiene Clipboard	\$	\$
40	EA	R091	Paradise Dental Technologies	Nebraska Anterior Scaler, 128-L5	\$	\$
40	EA	R138	Paradise Dental Technologies	Montana Jack Scaler Sunshine Yellow	\$	\$
40	EA	3985-244	Benco Dental	Non-Chill Bib Holder	\$	\$
20	EA	P15DP- TR56CGSD	Kilgore International	Perio Clear Soft Tissue 56C Model	\$	\$
20	EA	occ	Kilgore International	Oral Cavity Cover with Black Strip	\$	\$
20	EA	B3-305	Kilgore International	Anatomical teeth Set (32 Tooth Set)	\$	\$
20	EA	1143	Grafie	Automatic Wrist Blood Pressure Monitor	\$	\$
					TOTAL	\$

Sophomore (Class B) Fall Kits – Part C

Qty	Unit	Item #	Manufacturer	Description	Unit Cost	Total Cost
20	EA	90260	Dentsply Sirona	Cavitron Insert Cassette	\$	\$
20	EA	81570	Dentsply Sirona	30K FSI SLI 1000	\$	\$
20	EA	82009	Dentsply Sirona	30K Thinsert	\$	\$
					TOTAL	\$

Kits must arrive no later than September 22, 2021, delivery time is of the essence and may be a factor in making an award.

Instruments need to be loaded into the cassettes. Instruments need to be laser marked according to the "Special Instructions" above. Instruments need to be color coded according to the "Special Instructions" with non-removable bands.

Oregon Tech reserves the right to break up award to vendors for individual items based on the best interest of Oregon Tech.

Quotes must be inclusive of freight FOB destination Salem, OR.

3. QUOTE

Quotes should be <u>short and concise</u> with the following information:

A. Detailed description of items to be provided;

- B. Price for items, including shipping F.O.B. Destination;
- C. Warranty information; and
- D. Estimated delivery time upon order submission.

4. EVALUATION

Quotes will be evaluated based on subjective factors, including but not limited to the following: company experience, staff experience, not-to-exceed price for the inventory, references, and proposal to complete the inventory (including timeline).

OREGON INSTITUTE OF TECHNOLOGY CERTIFICATION RFO #2021-33

Each quoter responding to this RFQ must read, complete, and submit a copy of this Oregon Institute of Technology Certification ("Certification") with their quote. Failure to do so may result in rejection of quote. By signature on this Certification the undersigned certifies that they are authorized to act on behalf of the quoter and that under penalty of perjury, the undersigned will comply with the following:

SECTION I. OREGON TAX LAWS

As required in ORS 305.385(6) the undersigned hereby certifies that to the best of the undersigned's knowledge, the entity is not in violation of any Oregon Tax Laws. For purposes of this Certification, "Oregon Tax Laws" means a state tax imposed by the Oregon Revised Statutes (ORS) 401.792 to 401.816 and ORS Chapters 118, 314, 316, 317, 318, 320, 321, and 323; the elderly rental assistance program under ORS 310.630 to 310.706; and local taxes administered by the Department of Revenue under ORS 305.620. If a contract is executed, this information will be reported to the Internal Revenue Service (IRS). Information not matching IRS records could subject entity to 24% backup withholding.

SECTION II. AFFIRMATIVE ACTION

The undersigned hereby certifies that they have not discriminated against Minority, Women, or Emerging Small Business Enterprises in obtaining any required subcontracts, pursuant to Oregon Tech Policy 580-061-0030(3).

SECTION III. COMPLIANCE WITH SOLICITATION

The undersigned further agrees and certifies that they:

- 1. Have read, understand and agree to be bound by and comply with all requirements, instructions, specifications, terms, and conditions of the RFQ (including any attachments);
- 2. Are an authorized representative of the quoter;
- 3. That the information provided is true and accurate, and that providing incorrect or incomplete information may be cause for rejection of the quote or contract termination; and
- 4. Will furnish the designated item(s) and/or service(s) in accordance with the RFO and quote.

Company Name:	Date:
Signature:	
Name:	
Email:	OR CCB #(if applicable):
Business Designation (check one):	
☐ Corporation ☐ Partnership ☐ Sole Proprie	torship Non-Profit Limited Liability Company
Oregon Certified Minority, Women, or Emerging	g Small Business: (Mark if applicable and certification #)
Minority: Women:_	ESB:
Self-Reported Minority, Women, or Emerging S	mall Business: (Mark if applicable)
Minority: Women:	ESB:

OREGON INSTITUTE OF TECHNOLOGY INSTRUCTIONS TO QUOTERS

Quotes are subject to the applicable provisions and requirements of the Oregon Tech Policy and Oregon Revised Statutes.

OUOTE PREPARATION

- 1. **QUOTE FORMAT**: Quotes must be submitted as indicated in the RFQ. Quotes may be submitted in writing to Oregon Tech's office via e-mail.
- 2. CONFORMANCE TO RFQ REQUIREMENTS: Quotes must conform to the requirements of the RFQ. Unless otherwise specified, all items quoted are to be new, unused, and not remanufactured in any way. Any requested attachments must be submitted with the quote and in the required format. Quote prices must be for the unit indicated on the quote. Failure to comply with all requirements may result in quote rejection.
- 3. ADDENDA: Only documents issued as addenda by Oregon Tech serve to change the RFQ in any way. No other directions received by the quoter, written or verbal, serve to change the RFQ document. NOTE: IF YOU HAVE RECEIVED A COPY OF THE RFQ, YOU SHOULD CONSULT THE PUBLIC UNIVERSITY PROCUREMENT WEBSITE (https://www2.wou.edu/nora/orpu.bid.home) TO ENSURE THAT YOU HAVE NOT MISSED ANY ADDENDA OR ANNOUNCEMENTS. QUOTERS ARE NOT REQUIRED TO RETURN ADDENDUMS WITH THEIR QUOTE. HOWEVER, QUOTERS ARE RESPONSIBLE TO MAKE THEMSELVES AWARE OF, OBTAIN, AND INCORPORATE ANY CHANGES MADE IN ANY ADDENDUMS ISSUED, AND TO INCORPORATE ANY CHANGES MADE BY ADDENDUM INTO THEIR FINAL QUOTE. FAILURE TO DO SO MAY, IN EFFECT, MAKE THE QUOTER'S QUOTE NON-RESPONSIVE, WHICH MAY CAUSE THE QUOTE TO BE REJECTED.
- **4. USE of BRAND or TRADE NAMES**: Any brand or trade names used by Oregon Tech in the specifications are for the purpose of describing and establishing the standard of quality, performance, and characteristics desired, and are not intended to limit or restrict competition. Quoters may submit quotes for substantially equivalent products to those designated unless the RFQ provides that a specific brand is necessary because of compatibility requirements, etc. All such brand substitutions shall be subject to approval by Oregon Tech.
- **5. PRODUCT IDENTIFICATION**: Quoters must clearly identify all products quoted. Brand name and model or number must be shown. Oregon Tech reserves the right to reject any quote when the product information submitted with the quote is incomplete.
- **6. F.O.B. DESTINATION**: Unless specifically allowed in the RFQ, *QUOTE PRICE MUST BE F.O.B. DESTINATION* with all transportation and handling charges included in the quote.
- **7. DELIVERY**: Delivery time must be shown in number of calendar days after receipt of purchase order.
- **8. EXCEPTIONS**: Any deviation from quote specifications, or Oregon Institute of Technology Purchase Order Terms and Conditions may result in quote rejection.
- 9. SIGNATURE ON QUOTE: Quotes must be signed by an authorized representative of the quoter. Signature on a quote certifies that the quote is made without connection with any person, firm or corporation making a quote for the same goods and/or services and is in all respects fair and without collusion or fraud. Signature on a quote also certifies that the quoter has read and fully understands all quote specifications, and the Oregon Institute of Technology Purchase Order Terms and

Conditions (including insurance requirements). No consideration will be given to any claim resulting from quoting without comprehending all requirements of the RFQ.

- **10. QUOTE MODIFICATION**: Quotes, once submitted, may be modified in writing before the time and date set for quote closing. Any modifications should be signed by an authorized representative, and state that the new document supersedes or modifies the prior quote. Quoters may not modify quotes after quote closing time.
- 11. QUOTE WITHDRAWALS: Quotes may be withdrawn by request in writing signed by an authorized representative and received by Oregon Tech prior to quote closing time. Quotes may also be withdrawn in person before quote closing time upon presentation of appropriate identification.
- **12. QUOTE SUBMISSION**: Quotes may be submitted by returning to Oregon Tech Purchasing and Contract Services Office in the location designated in the introduction of the RFQ via email, mail, or in person, but no oral, fax, or telephone quotes will be accepted. Envelopes, or e-mails containing Quotes should contain the RFQ Number and RFQ Title.

QUOTE EVALUATION AND AWARD

- 1. PRIOR ACCEPTANCE OF DEFECTIVE PROPOSALS: Due to limited resources, Oregon Tech generally will not completely review or analyze quotes, which fail to comply with the requirements of the RFQ or which clearly are not the best quotes, nor will Oregon Tech generally investigate the references or qualifications of those who submit such quotes. Therefore, neither the return of a quote, nor acknowledgment that the selection is complete shall operate as a representation by Oregon Tech that an unsuccessful quote was complete, sufficient, or lawful in any respect.
- **2. DELIVERY**: Significant delays in delivery may be considered in determining award if early delivery is required.
- **3. CASH DISCOUNTS**: Cash discounts will not be considered for award purposes unless stated in the RFQ.
- **4. PAYMENT**: Quotes which require payment in less than thirty (30) days after receipt of invoice or delivery of goods, whichever is later, may be rejected.
- 5. INVESTIGATION OF REFERENCES: Oregon Tech reserves the right to investigate references and or the past performance of any quoter with respect to its successful performance of similar services, compliance with specifications and contractual obligations, and its lawful payment of suppliers, sub-contractors, and workers. Oregon Tech may postpone the award or execution of the contract after the announcement of the apparent successful quoter in order to complete its investigation. Oregon Tech reserves the right to reject any quote or to reject all quotes at any time prior to Oregon Tech's execution of a contract if it is determined to be in the best interest of Oregon Tech to do so.
- **6. METHOD OF AWARD**: Oregon Tech reserves the right to make the award by item, groups of items or entire quote, whichever is in the best interest of Oregon Tech.
- 7. QUOTE REJECTION: Oregon Tech reserves the right to reject any and all quotes.
- **8. QUOTE RESULTS**: Quoters who submit a quote will be notified of the RFQ results. Awarded quote files are public records and available for review by appointment.