

**REQUEST FOR PROPOSALS FOR  
CATHETERIZATION LAB EQUIPMENT**

**SCHNEIDER REGIONAL MEDICAL CENTER**

SUBMITTAL DUE DATE: May 23, 2023 by 4:00 PM Atlantic Standard Time

## **Section 1 -General Information & Requirements**

- 1.1 General Information
- 1.2 Type of Contract
- 1.3 Submission of Proposals
- 1.4 Point-Of-Contact
- 1.5 Evaluation of Proposal
- 1.6 Owner's Reservation of Rights
- 1.7 Acceptance of Evaluation Methodology
- 1.8 No Reimbursement for Costs

## **Section 2 -Requirements for Proposal**

- 2.1 Respondent's Statement of Qualifications
- 2.2 Respondent's Pricing and Delivery Proposal

## **Section 3 -Format for Proposals**

- 3.1 General Instructions
- 3.2 Execution of Offer

## **Exhibits**

- Exhibit A -Scope

## **SECTION 1 – GENERAL INFORMATION & REQUIREMENTS**

### **1.1 GENERAL INFORMATION**

Schneider Regional Medical Center (SRMC) is soliciting Proposals for its Infusion Pump Replacement and Pain Pump Project. Prospective Offerors are responsible for having full knowledge of this project and all issues affecting it.

#### **PURPOSE:**

The purpose of this RFP is to solicit proposals from qualified vendors to replace and standardize our fleet of primary infusion pumps and provide pain pumps throughout the facility.

SRMC is soliciting RFPs from qualified Respondents. The RFP provides the information necessary to prepare and submit Proposals including fee proposals and general conditions prices. SRMC will rank the Proposals in the order that they provide the “best value” for SRMC based on the evaluation criteria.

Respondents shall consider only those clarifications and interpretations that SRMC issues by addenda prior to the submittal deadline. Interpretations or clarifications in any other form, including oral statements, will not be binding on SRMC and should not be relied on in preparing Qualifications.

### **1.2 TYPE OF CONTRACT**

Any contract resulting from this solicitation will be in the form of Schneider Regional Medical Center Professional Services Contract, which is attached as Exhibit A- Professional Service Contract. Respondent agrees that submittal of Proposal indicates acceptance of all terms and conditions set forth in Exhibit A unless otherwise noted in the RFP response.

### **1.3 SUBMISSION OF PROPOSALS**

SRMC will receive Proposals at the time and location described below:

**May 23, 2023 by 4:00 PM** Atlantic Standard Time  
Schneider Regional Medical Center

**Attn: LeRue C. Browne**  
**Director of Procurement & Materials Management**  
**9048 Sugar Estate**  
**St. Thomas, VI 00802**  
**[ebids.proposalsSRMC@srmedicalcenter.org](mailto:ebids.proposalsSRMC@srmedicalcenter.org)**

- Submit via the email provided above.
- Late received Proposals will disqualify the Respondent from the evaluation process.
- SRMC will not acknowledge or receive Proposals that are delivered by telephone or fax.

- Properly submitted Proposals will not be returned to Respondents.
- Proposal materials must be enclosed in a sealed envelope (box or container) addressed as stated above; the package must clearly identify the submittal deadline, the Project Name, and the name and return address of the Respondent.

#### 1.4 POINT-OF-CONTACT

SRMC designates the following person, as its representative and Point-of-Contact for this RFP. Any questions or concerns regarding this Request for Proposal shall be directed in writing via e-mail prior to Tuesday May 16, 2023. All Owner responses will be shared via posted addenda.

All questions must be sent to:

LeRue C. Browne, [lcrowne@srmedicalcenter.org](mailto:lcrowne@srmedicalcenter.org)

## 1.5 EVALUATION OF PROPOSALS

The evaluation of the Proposals shall be based on the submitted Proposal response to the actual criteria in Section 2, including the Pricing and Proposal Form. All properly submitted Proposals will be reviewed, evaluated, and ranked by the Owner.

## 1.6 OWNER'S RESERVATION OF RIGHTS

SRMC may evaluate the Proposals based on the most qualified and responsive bidder. anticipated completion of all or any portion of the Project. SRMC reserves the right to divide the Project into multiple parts, to reject any and all Proposals and re-solicit for new Proposals, or to reject any and all Proposals and temporarily or permanently abandon the Solicitation. Owner makes no representations, written or oral, that it will enter into any form of agreement with any Respondent to this RFP for any project and no such representation is intended or should be construed by the issuance of this RFP.

## 1.7 ACCEPTANCE OF EVALUATION METHODOLOGY

By submitting its Proposal in response to this RFP, Respondent accepts the evaluation process and acknowledges and accepts that determination of the "best value" firm will require subjective judgments by the Owner.

## 1.8 NO REIMBURSEMENT FOR COSTS

Respondent acknowledges and accepts that any costs incurred from the Respondent's participation in this RFP shall be at the sole risk and responsibility of the Respondent.

## **SECTION 2 – REQUIREMENTS FOR PROPOSAL**

Respondents shall carefully read the information contained in the following criteria and submit a complete response to all questions in Section 2 formatted as directed in Section 3. Incomplete responses will be considered non-responsive.

### **2.1 RESPONDENT'S STATEMENT OF QUALIFICATIONS**

Provide a statement of interest for the Project including a narrative describing the Respondent's unique qualifications as they pertain to this particular Project.

Provide a statement on the availability and commitment of the Respondent, its principal(s) and assigned professionals to undertake the Project.

## **SECTION 3 – FORMAT OF PROPOSALS**

### **3.1 GENERAL INSTRUCTIONS**

Proposals shall be prepared simply and economically, providing a straightforward and concise description of the Respondent's ability to meet the requirements of this RFP. Emphasis shall be on the quality, completeness, clarity of content, responsiveness to the requirements, and an understanding of Owner's needs.

**Proposals shall be by unit pricing.**

Respondents shall carefully read the information contained in this RFP and submit a complete response to all requirements and questions as directed. Incomplete Proposals will be considered non-responsive and subject to rejection.

Proposals and any other information submitted by Respondents in response to this RFP shall become the property of the Owner.

Proposals that are qualified with conditional clauses, alterations, items not called for in the RFP documents, or irregularities of any kind are subject to rejection by the Owner, at its option.

SRMC makes no representations of any kind that an award will be made as a result of this RFP. SRMC reserves the right to accept or reject any or all Proposals, waive any formalities or minor technical inconsistencies, or delete any item/requirements from this RFP when deemed to be in Owner's best interest.

Failure to comply with all requirements contained in this Request for Proposal may result in the rejection of the Proposal.

### 3.2 EXECUTION OF OFFER

*NOTE TO RESPONDENTS: SUBMIT THIS ENTIRE FIVE (5) PAGE SECTION WITH RESPONSE.*

THIS EXECUTION OF OFFER MUST BE COMPLETED, SIGNED, AND RETURNED WITH THE RESPONDENT'S QUALIFICATIONS AND PROPOSAL. FAILURE TO COMPLETE, SIGN AND RETURN THIS EXECUTION OF OFFER WITH THE QUALIFICATIONS MAY RESULT IN REJECTION OF THE QUALIFICATION.

SIGNING A FALSE STATEMENT MAY VOID THE SUBMITTED QUALIFICATIONS OR ANY AGREEMENTS OR OTHER CONTRACTUAL ARRANGEMENTS, WHICH MAY RESULT FROM THE SUBMISSION OF RESPONDENT'S QUALIFICATIONS AND PROPOSAL, AND THE RESPONDENT MAY BE REMOVED FROM ALL PROPOSER LISTS. A FALSE CERTIFICATION SHALL BE DEEMED A MATERIAL BREACH OF CONTRACT AND, AT OWNER'S OPTION, MAY RESULT IN TERMINATION OF ANY RESULTING CONTRACT.

By signature hereon, Respondent acknowledges and agrees that (1) this RFP is a solicitation for Qualifications and Proposal; it is not a contract or offer to contract; (2) the submission of Qualifications by Respondent in response to this RFP will not create a contract between SRMC and Respondent; (3) SRMC has made no representation or warranty, written or oral, that one or more contracts with SRMC will be awarded under this RFP; and (4) Respondent shall bear, as its sole risk and responsibility, any cost which arises from Respondent's preparation of a response to this RFP.

By signature hereon, Respondent offers and agrees to furnish to SRMC the products and/or services more particularly described in its Proposal, and to comply with all terms, conditions and requirements set forth in the RFP documents and contained herein.

By signature hereon, Respondent affirms that it has not given, nor intends to give at any time hereafter, any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor or service to owner's representative in connection with the submitted Proposal.

By signature hereon, the Respondent hereby certifies that neither the Respondent nor the firm, corporation, partnership or Owner represented by the Respondent, or anyone acting for such firm, corporation, or

institution has violated the antitrust laws of this state or the Federal antitrust laws, no communicated directly or indirectly the Proposal made to any competitor or any other person engaged in such a line of business.

By signature hereon, Respondent represents and warrants that;

Respondent is a reputable company regularly engaged in providing products and/or services necessary to meet the terms, conditions and requirement of the RFP;

Respondent has the necessary experience, knowledge, abilities, skills, and resources to satisfactorily perform the term, conditions and requirements of the RFP;

Respondent is aware of, is fully informed about, and is in full compliance with all applicable federal, local laws, rules, regulations and ordinances;

Respondent understands the requirements and specifications set forth in this RFP;

All statements, information and representations prepared and submitted in response to this RFP are current, complete, true and accurate. Respondent acknowledges that SRMC will rely on such statements, information and representations in selecting the successful Respondent. If selected by SRMC as the successful Respondent, Respondent will notify SRMC immediately of any material change in any matters with regard to which Respondent has made a statement or representation or provided information.

By signature hereon, Respondent affirms that no compensation has been received for participation in the preparation of the specifications for this RFP.

Respondent represents and warrants that all articles and services quoted in response to this RFP meet or exceed the safety standards established and promulgated under the Federal Occupational Safety and Health Law and its regulations in effect or proposed as of the date of this solicitation.

By signature hereon, Respondent signifies its compliance with all federal laws and regulations pertaining to Equal Employment Opportunities and Affirmative Action.

By signature hereon, Respondent agrees to defend, indemnify, and hold harmless the owner, all of its officers, agents and employees from and against all claims, actions, suits, demands, proceedings, costs, damages, and liabilities, arising out of, connected with, or resulting from any acts or omissions of Respondent or any agent, employee, subcontractor, or supplier of Respondent in the execution or performance of any agreements or other contractual arrangements which may result from the submission of Respondent's Proposal.



Execution of Offer: The Respondent must complete, sign, and return this Execution of Offer as part of their submittal response.

The Respondent's company official(s) who are authorized to commit to such a submittal must sign submittals.

Failure to sign and return this form will subject the submittal to disqualification.

Respondent's Name:

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Respondent's FEI No:

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If a Corporation:

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\_\_\_\_\_ Respondent's State of Incorporation:

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**Is respondent recognized as a DBE (Disadvantaged Business Enterprise)?** Yes \_\_\_\_\_ No \_\_\_\_\_

Identify each person who owns at least 25% of the Respondent's business entity by name:

(Name)

(Name)

(Name)

(Name)

Submitted and Certified by:

(Respondent's Name) (Title)

(Street Address) (Telephone Number)

(City, State, Zip Code) (Fax Number)

(Authorized Signature) (Date)

**Technically Acceptable:**

Proposal meets all the minimum requirements/specifications as stated or provided in the RFQ specifications.

**Technically Unacceptable:**

Proposal does not clearly meet the minimum requirements/specifications as stated or provided in the RFQ specifications.

**Offers will be ranked according to the attached scoring sheet.** If the most responsible proposal is found technically acceptable and the pricing determined fair and reasonable by the VIGHHFC, evaluation will be deemed complete and award will be made based on the most responsible respondent.

**Information regarding bidding documents:**

Bidding Documents must include an executed copy of the Contractor's Qualification and condensed Financial Statement.

Bidding Documents must include the following Corporate Documents:

- a. Current Virgin Islands Business License for services being advertised. All Bidders bidding as a Joint Venture must be licensed as Joint Venture in the U.S. Virgin Islands.

- b. Current trade name registration certificate, if applicable
- c. Certificate of Good Standing dated July 1, 2022 or later
- d. Articles of Incorporation (for Corporations) or Articles of Organization (for LLC's) or qualification (Limited Partnerships).
- e. DUNS Number

**Non – Collusion:**

Each Offeror must submit with the bid a notarized copy of the Non-Collusion Affidavit which is hereby made a part of this RFP and by this reference incorporated herein as fully and effectively as if set forth in detail.

**Acknowledgment of any Addenda:** Respondent shall acknowledge in the transmittal letter the number of addenda issued.

**If awarded a Contract under this solicitation:**

If awarded a Contract under this solicitation, the Offeror shall obtain and maintain the following Insurance Requirements the Cost of which shall be borne by the Contractor and maintained fully during the term of the contract:

- a. Certificate of Government Insurance (Workers Compensation):
  - i. Respondent will provide a Certificate of Insurance reflecting the required coverage by Virgin Islands law.
- b. Comprehensive General Liability Insurance:
  - ii. Respondent shall carry comprehensive general liability on an occurrence form with no “x, c, or u” exclusions with the following minimum limits:
    - 1. Each Occurrence - \$1,000,000.00
    - 2. Damages to Rented Premises- \$50,000.00
    - 3. Medical Expenses - \$50,000.00
    - 4. Persona & Adv Injury - \$1,000,000.00
    - 5. General Aggregate - \$2,000,000.00
    - 6. Products – Complete Ops. Aggregate - \$2,000,000.00
  - iii. General Aggregate shall apply on a basis.

- iv. Respondent shall provide a Certificate on Insurance reflecting required coverage.
- v. In award, the Contractor shall provide proof of adding the Government as an additional insured via a scheduled/individual endorsement.

No Offeror will be allowed to withdraw his bid within a period of thirty (30) calendar days following the date set for the opening thereof.

## EXHIBIT A

### SCHNEIDER REGIONAL MEDICAL CENTER

#### SCOPE

Schneider Regional Medical Center (SRMC) is seeking to purchase the necessary equipment for the Catheterization Lab at the Roy L. Schneider Hospital. This equipment will allow us to open an interventional cardiology suite to provide quality care and diagnostics to our patients with heart conditions. The suite will reduce the amount of time it takes to diagnose and treat cardiac events, potentially reducing the amount of long-term damage to the heart and reducing the cost of care.

SRMC is looking for High Quality REFURBISHED CATH LAB equipment that is to be used for both cardiac interventional procedures and radiology interventional procedures.

The following information is to be considered:

1. We are looking for the most suitable replacement for a Toshiba Infinix Biplane Room setup
2. Ability to perform cardiac cath and vascular/IR studies
3. Serviceability-Training and parts available for a minimum of 5-7 years
4. Installation with one year warranty and post warranty service including remote monitoring
5. Removal of current system