



ILLINOIS CENTRAL COLLEGE
One College Drive
East Peoria, Illinois 61635

PURCHASING DEPARTMENT
(309) 694-5438

INVITATION TO BID

BIDDER'S QUOTATION REFERENCE: NEW Kyoto Kagaku Ultrasound Phantoms 11-24

BID OPENING DATE: November 1, 2024 at 10:00 AM CST

INSTRUCTIONS TO BIDDER

1. General

The Board of Trustees of Illinois Central College invites you to submit a bid proposal for **NEW Kyoto Kagaku Ultrasound Phantoms 11-24**. Bid proposals will be due November 1, 2024 at 10:00 AM CST.

2. Submitting your Bid

Bids can be submitted one of two ways:

- 1.) **Via e-mailing;** purchasing@icc.edu. E-mail subject line: “**NEW Kyoto Kagaku Ultrasound Phantoms 11-24**” High importance. A receipt confirmation will be returned.
- 2.) **Via BidNet;** <https://www.bidnetdirect.com/illinois/illinoiscentralcollege>

Unsigned or late bids will not be considered.

Compliance with the above conditions will be at the sole discretion of the ICC Purchasing Department.

3. Specifications

These specifications as prepared by Illinois Central College are attached and complete. Bidder's must, in compliance with these specifications:

- a) clearly identify the manufacturer and model of all equipment called out in the specifications,
- b) provide catalog sheets of all equipment being bid, with sufficient data to determine compliance with specifications
- c) bid only new equipment.
- d) there shall be no substitutions to the specifications listed on page 4.

Questions or concerns regarding these specifications of this bid should be e-mailed to purchasing@icc.edu no later than three business days before the bid opening.

4. Public Information

All materials submitted by bidder(s) will be made available for public inspection. This information will be available for public inspection during normal business hours at the Purchasing Department, Illinois Central College, East Peoria, Illinois. Every bidder is hereby warned that no part of his proposal or any other material submitted may be marked as confidential information, and that any material so designated by the bidder will be made public information by its inclusion in this proposal.

5. Clarification of Bids

Illinois Central College reserves the right to obtain clarification of any point in a firm's bid or to obtain additional information. Failure of a bidder to respond to such a request for additional information or clarification could result in rejection of the bidder's proposal.

6. Errors and Omissions

All documents shall be completed as requested by the College. No claim for errors or omissions in the bidding will be considered. Should a bidder find during examination of specifications or other contract documents, discrepancies, omissions, ambiguities or conflict among contract documents or be in doubt as to their meaning, it is the responsibility of the bidder to notify the Purchasing Coordinator who will issue the necessary clarifications to all prospective bidders by means of addenda.

If an error in pricing is found, the bidder will be released from obligation if: 1) such error is realized prior to recommendation for award to the College Board of Trustees and 2) the bidder requests in writing to withdraw his price which resulted in the error, prior to recommendation for award to the College Board of Trustees. Any bidder submitting a request to withdraw a price after recommendations have been made to the College Board of Trustees will be advised that withdrawal at this point would be cause for and result in disqualification of entire bid document. All inquiries concerning the above should be addressed to the Purchasing Coordinator.

7. Warranty and Guarantee

The bidder warrants and guarantees to the College that all materials and equipment will be new. All items shall have 100% warranty against defects in material and workmanship for a period of 1 year which shall start when the equipment is assembled, tested and accepted. When the manufacturer's normal warranty period is greater than one year, such longer period shall apply. Any exceptions shall be clearly specified in writing and furnished with the bids.

8. Tax Exempt Status

Illinois Central College is exempt from paying sales tax under the statutes of the State of Illinois. The College's tax exemption identification number is E9993-0293-06.

9. Tie Bids

In the event of a tie bid between an in-district vendor and an out-of-district vendor, all other factors remaining equal, the in-district vendor shall be favored with the award. Tie bids between two in-district vendors shall be decided by the earliest received stamp.

10. Firm Prices

All prices will be considered firm for a period of forty-five (45) days from date of bid opening or until award is made, whichever comes first.

11. Award

The award of the contract, if it's awarded, will be to the lowest responsible bidder to meet specifications as indicated in the bid documents. Illinois Central College reserves the right to reject any or all proposals and to waive minor informalities in any quotation in order to make this award. This purchase will be presented for approval at the Board of Trustees Meeting on Thursday, November 21, 2024. A purchase order shall be issued to the successful bidder upon Board approval.

12. Payment

Payment will be made in accordance with the policies and procedures of the Illinois Community College Act and the Board of Trustees of Illinois Central College. Payment will be made in approximately forty-five (45) days following receipt and acceptance of equipment by the College.

13. Acknowledgment of Addenda

Signature of company official on original bid document shall be construed as acknowledgment of receipt of any and all addenda pertaining to this specific bid. Identification of addenda by number, should be noted on the contract proposal form, as provided.

14. Affirmative Action

It is the policy of Illinois Central College that no person shall, on the grounds of race, color, religion, sex, age, national origin, ancestry, disability or veteran status, be excluded from consideration for employment, denied employment with or be subject to discrimination of any kind by the College. In accordance with this policy, we support and encourage minority and female participation in all aspects of our institution, as well as with those individuals who interact with us.

15. Bid Proposal Form

The Bid Proposal Form is included in the bid documents and is in a fillable Adobe format. Bid proposal forms must be completed by typewriter or computer. Handwritten prices are sometimes difficult to read and therefore will not be accepted.

Bids by corporations must be executed in the corporate name by the president or a Vice-President (or other corporate officer) accompanied by evidence of authority to sign and the corporate seal shall be affixed and attested by the incorporation shall be shown below the signature.

All bids must be signed. Unsigned bids will not be considered. All names must be typed or printed below the signature to ensure legibility.

16. Disclaimers

Any Invitation to Bid issued may or may not result in an award of contract(s). However, Illinois Central College reserves the right to cancel any Invitation to Bid at any time and for any reason and to reject all bids. Receipt of bid materials from Illinois Central College or submission of a bid proposal to Illinois Central College confers no rights upon the vendor nor obligates Illinois Central College in any manner.

17. Delivery/Receipt

It is expected that the new equipment will be delivered to Illinois Central College, East Peoria, IL. Bidders must indicate anticipated delivery date on Bid Proposal Form.

BID SPECIFICATIONS

Illinois Central College is requesting bids for the following **NEW Kyoto Kagaku Ultrasound Phantoms 11-24** for use with fully functional medical ultrasound devices to learn the proper technique and settings to perform an ultrasound study. Phantoms offered in response to this bid request will be expected to provide realistic and high-quality images when imaged by an actual functioning ultrasound using appropriate technique.

Specifications:

ICC Health Careers is specifying the following models from **Kyoto Kagaku**.

Please indicate the anticipated delivery date on the Bid Proposal Form.

This list represents the phantoms we would like to purchase, each phantom has a line number for ease of identification and then the number of units desired within the parenthesis.

Bidders must bid NEW product. Used, lightly used, demonstration units or loaner phantoms do not fulfill the specification of NEW phantoms. Only the **Kyoto Kagaku** products, identified by the manufacturer's item numbers will be accepted.

- 1.) TWO (2) US-10D Female Pelvic Ultrasound Phantom**
- 2.) ONE (1) US-10A Female Pelvic Ultrasound Phantom**
- 3.) ONE (1) US-11 Scrotal Ultrasound Phantom**
- 4.) FOUR (4) US-7A Fetus Ultrasound Examination Phantom "Space Fan -ST"**

BID PROPOSAL FORM 1/2

BID TO: ILLINOIS CENTRAL COLLEGE

BID FROM: _____
for **NEW Kyoto Kagaku Ultrasound Phantoms 11-24.**

The undersigned:

1. Acknowledges receipt of:
 - A. Bid documents for **“NEW Kyoto Kagaku Ultrasound Phantoms 11-24.”**
 - B. Addenda No. _____ through No. _____.
2. Has received and examined bid documents and submits the following costs based on the specifications as written by Illinois Central College.
3. Agrees:
 - A. To hold this bid open until 45 calendar days after the bid opening date.
 - B. To accept provisions of "Instructions to Bidders".

Anticipated Delivery Date when order is placed by November 22, 2024: _____

Company

Address

City, State, and Zip

Telephone Number

Signature of Company Official

Name of Company Official

Email Address of Company Official

Title of Company Official

Date

BID PROPOSAL FORM 2/2

BID FROM: _____

In all cases when bidding, it is mandatory that bidder furnish with the bid detailed literature and/or specifications to be used in evaluation of product that ensure standard of quality, performance, and characteristics desired are met. Failure to submit said information will be cause for bid not to be considered. Illinois Central College will be the sole judge of whether an article will be deemed to be equal. A bidder's failure to meet the minimum specifications as listed will result in disqualification of the bid.

PRICING MUST BE LISTED FREE ON BOARD. SHIPPING COSTS MUST BE INCLUDED.

Item	Quantity		Unit Cost	Total Cost
1.	2	Kyoto Kagaku US-10D Female Pelvic Ultrasound Phantom		
2.	1	Kyoto Kagaku US-10A Female Pelvic Ultrasound Phantom		
3.	1	Kyoto Kagaku US-11 Scrotal Ultrasound Phantom		
4.	4	Kyoto Kagaku US-7A Fetus Ultrasound Examination Phantom "Space Fan -ST"		
			Total Cost:	

CERTIFICATION FORM

By signing this required form, the undersigned agrees that said bidder is responsible as defined below. Minority-owned, female-owned, and person with disability-owned businesses are encouraged to apply. NOTE: THIS INFORMATION WILL BE USED AS A CRITERIA IN THE EVALUATION OF VENDORS. FAILURE TO COMPLY WITH ANY OF THE BELOW MAY RESULT IN DISQUALIFICATION OF YOUR BID.

-Successful Bidder will submit a certificate of insurance indicating the coverage required by bid specifications.

Yes ___ No ___

-Bidder and all subcontractors will comply with all provisions of the Illinois Prevailing Wages Act.

Yes ___ No ___

-The contractor/bidder certifies that it is not barred from bidding on this or any other contract due to any violation of either Section 33E-3 or 33E-4 of Article 33E, Public Contracts, of the Illinois Criminal Code of 1961, as amended. This certification is required by Public Act 85-1295. This Act relates to interference with public contracting, bid rigging and rotating, kickbacks and bribery.

Yes ___ No ___

-Bidder is a certified Minority-owned Business Enterprise, Female-owned Business Enterprise, Person-with Disability-owned Business Enterprise, or Veteran-owned Business Enterprise. If yes, what Agency? E.G. Illinois Department of Central Management Services (CMS)...

Yes ___ No ___ Certifying Agency _____

-Bidding company, having 25 or more employees, does hereby certify pursuant to section 3 of the Illinois Drug-Free Workplace Act (Chapter 30 ICLS 580) that (he, she, it) shall provide a drug-free workplace for all employees engaged in the performance of work under the contract by complying with the requirements of the Illinois Drug-Free Workplace Act and, further certifies, that (he, she, it) is not ineligible for award of the contract by reason of debarment for a violation of the Illinois Drug-Free Workplace Act.

Yes ___ No ___ N/A ___

The Undersigned states that the signature of the person on the signature page is the signature of a person who is authorized to sign the bid proposal. Such proposal is genuine and bidder has not directly, or indirectly, conspired, combined or agreed with any other person, officers, agents or committee of any entity to prevent free competition in the letting of the contract for the work covered by aforesaid proposal, or to fix the bid price or any item or factor thereof, or to induce any person not to enter into such competition.

THIS FORM **MUST** BE RETURNED WITH YOUR BID

Signature of Company Official

Title of Company Official

Date