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IFB002GVIT20 (S)

ITEM NO.	SUPPLIES OR SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
	Household and Cleaning Supplies				
<u>99</u>	Mask, D95 50 Counts Brand Name: _____	300	BOX	\$ _____	\$ _____
<u>100</u>	Antibacterial Soap, Hand Liquid w/ Pump, 7.5 oz. Containers Dial or approved equal Brand Name: _____	150	Cs.	\$ _____	\$ _____
<u>101</u>	Antibacterial Liquid Hand Soap, 4-1 gal./Cs. Palmolive, Dawn, Ivory Brand Name: _____	300	Cs.	\$ _____	\$ _____
<u>102</u>	Hand Soap, Antibacterial for Wall Dispenser Soft Soap or approved equal Brand Name: _____	80	Cs.	\$ _____	\$ _____
<u>103</u>	Hand Soap, Antibacterial in Gallons 4/CS Brand Name: _____	300	Cs.	\$ _____	\$ _____
<u>104</u>	Surface Wipes, Sani-cloth, Anti-Microbial, 6/100 Cs. Brand Name: _____	85	Cs.	\$ _____	\$ _____
<u>105</u>	Clorox Disinfectant Wipes, 6/75 count Brand Name: Clorox	300	Cs.	\$ _____	\$ _____
<u>106</u>	Chlorine Strips Brand Name: _____	50	Cs.	\$ _____	\$ _____
<u>107</u>	Foam Disinfectant Cleaners, Disinfects Against the Spread of HIV, TB, Herpes I and II and Other Dangerous Diseases, 12 Cans/Cs. Brand Name: _____	250	Cs.	\$ _____	\$ _____
<u>108</u>	All-Purpose Cleaner, Pine-Sol, 144 oz. Brand Name: Pine-Sol Only	400	Cs.	\$ _____	\$ _____
<u>109</u>	Disinfectant Cleaner, Pine-Sol, Deodorizer, 6/60 oz. Brand Name: Pine-Sol Only	700	Cs.	\$ _____	\$ _____
<u>110</u>	Sno-Bol Toilet Bowl Cleaner, 32 oz. Bottles Brand Name: _____	100	Cs.	\$ _____	\$ _____
<u>111</u>	2000 Flushes Blue Plus Bleach, Automatic Toilet Bowl Cleaner 3.5 oz Brand Name: _____	350	Cs.	\$ _____	\$ _____
<u>112</u>	Mop Heads, 12 oz., Cotton 12/CS Advance Marketing or approved equal Brand Name: _____	300	Doz.	\$ _____	\$ _____

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	Household and Cleaning Supplies				
<u>113</u>	Mop Heads, 16 oz., Cotton 12/CS Advance Marketing, Libman or approved equal Brand Name: _____	300	Doz.	\$ _____	\$ _____
<u>114</u>	Mop Head, 20 oz., Cotton 12/CS Advance Marketing, Libman or approved equal Brand Name: _____	150	Doz.	\$ _____	\$ _____
<u>115</u>	Mop Head, 24 oz., Cotton 12/CS Advance Marketing, Libman or approved equal Brand Name: _____	150	Doz.	\$ _____	\$ _____
<u>116</u>	Mopping Set, Bucket w/ Casters Wringer, Heavy Duty Plastic Bucket Rubbermaid or approved equal Brand Name: _____	150	SET	\$ _____	\$ _____
<u>117</u>	Dust Mop Heads Brand Name: _____	50	Cs.	\$ _____	\$ _____
<u>118</u>	Dust Mop Treatment Brand Name: _____	60	Cs.	\$ _____	\$ _____
<u>119</u>	Dust Mops, 18" Set: Mop Frame and Stick Complete Quickie or approved equal Brand Name: _____	65	Ea.	\$ _____	\$ _____
<u>120</u>	Mopstick, Heavy Duty, 6 1/2" Head Screw Type for 16-24 oz. Mop Head PLASTIC ONLY Junior Quickie or approved equal Brand Name: _____	280	Ea.	\$ _____	\$ _____
<u>121</u>	Mopstick, Heavy Duty, Clasp Type Opening to Fit, 12 oz. Mop Head PLASTIC ONLY Junior Quickie or approved equal Brand Name: _____	280	Ea.	\$ _____	\$ _____
<u>122</u>	Mopstick, Heavy Duty, Clasp Type Opening to Fit 16-24 oz. Mop Head PLASTIC ONLY Junior Quickie or approved equal Brand Name: _____	280	Ea.	\$ _____	\$ _____
<u>123</u>	Sign, "Wet Floor" Brand Name: _____	100	Ea.	\$ _____	\$ _____
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	Household and Cleaning Supplies				
<u>124</u>	Angle Brooms 18" complete with attached stick; Heavy Duty Brand Name: _____	100	Ea.	\$ _____	\$ _____
<u>125</u>	Broom, Heavy Duty, Nylon Fiber, 18" Home Essential or approved equal Brand Name: _____	140	Ea.	\$ _____	\$ _____
<u>126</u>	Broom, Heavy Duty, Corn Fiber, 18" Boardwalk or approved equal Brand Name: _____	160	Ea.	\$ _____	\$ _____
<u>127</u>	Broom, Push, Heavy Duty, Soft Bristle, 14-16 in. w/ Sticks Quickie or approved equal Brand Name: _____	100	Doz.	\$ _____	\$ _____
<u>128</u>	Broom, Push Type, Heavy Duty, Soft Bristle w/ 30" Handle Quickie or approved equal Brand Name: _____	80	Cs.	\$ _____	\$ _____
<u>129</u>	Floor Pad, Black, 20" Stripping Pad, 5/Cs., 12/Bx. Packaging Brand Name: _____	50	Cs.	\$ _____	\$ _____
<u>130</u>	Floor Pad, White, 20" Stripping Pad, 5/Cs., 12/Bx. Packaging Brand Name: _____	50	Cs.	\$ _____	\$ _____
<u>131</u>	Scouring Pads without soap, Steel Wool , Hotel Size, 12 Ct., 10 bxs. per Cs. Similar or approved equal to BRILLO Brand Name: _____	100	Cs.	\$ _____	\$ _____
<u>132</u>	Scouring Pads with soap, Hotel Size, 12 Ct., 10 bxs. per Cs. Similar or approved equal to: Brillo, SOS Brand Name: _____	200	Cs.	\$ _____	\$ _____
<u>133</u>	Cleaning Cloth, 6 dozen. per case. Brand Name: _____	100	Cs.	\$ _____	\$ _____
<u>134</u>	MIRCO FIBER Cleaning Cloth, Hand Woven, Disposable, 6 Doz./Cs., Extra Strong, Heavy Wipe Mr. Clean or approved equal Brand Name: _____	180	Cs.	\$ _____	\$ _____

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ITEM NO.	SUPPLIES OR SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
	Household and Cleaning Supplies				
<u>135</u>	Brush, Toilet, Nylon Bristle, Heavy Duty, Institutional Type with Holder Quickie or approved equal Brand Name: _____	180	Ea.	\$ _____	\$ _____
<u>136</u>	Plunger, Toilet Bowl, Heavy Duty Impact or approved equal Brand Name: _____	170	Ea.	\$ _____	\$ _____
<u>137</u>	Plastic Dust Pan, 4 ft. Heavy Duty w/ Stick Rubbermaid or approved equal Brand Name: _____	150	Ea.	\$ _____	\$ _____
<u>138</u>	Trash Can, Office Type, 7 gal. Rubbermaid or approved equal Brand Name: _____	100	Ea.	\$ _____	\$ _____
<u>139</u>	Garbage Can, Heavy Duty Plastic w/ Cover, 13 gal. Capacity Rubbermaid Brand Name: _____	60	Ea.	\$ _____	\$ _____
<u>140</u>	Garbage Can, Heavy Duty Plastic w/ Cover, 50 gal. Capacity Rubbermaid or approved equal Brand Name: _____	80	Ea.	\$ _____	\$ _____
<u>141</u>	Garbage Can, Heavy Duty Plastic w/ Cover, 33 gal. Rubbermaid or approved equal Brand Name: _____	150	Ea.	\$ _____	\$ _____
<u>142</u>	Garbage Can, Heavy Duty Plastic w/ Cover, 55 gal. Rubbermaid or approved equal Brand Name: _____	150	Ea.	\$ _____	\$ _____
<u>143</u>	Garbage Can, Step on Roll out. Pedal lifts the lid 50gal Rubbermaid, Brute or approved equal Brand Name: _____	150	Ea.	\$ _____	\$ _____
<u>144</u>	Adult Toothbrushes, Multi-Colored, Soft Bristles Brand Name: _____	500	Ea.	\$ _____	\$ _____
<u>145</u>	Toothbrush, Hard Bristles, 72/Cs. Reach, Colgate or approved equal Brand Name: _____	5	Cs.	\$ _____	\$ _____
<u>146</u>	Toothbrush, Child Size, Assorted Colors for Pre-Schoolers Reach, Colgate or approved equal Brand Name: _____	800	Cs.	\$ _____	\$ _____
<u>147</u>	Toothpaste, 7 oz. Brand Name: Colgate	540	Ea.	\$ _____	\$ _____
<u>148</u>	Toothpaste, Tartar Coated, 24/4.6 oz. Containers Approved equal to: Aqua Fresh, Colgate, Crest Brand Name: _____	30	Cs.	\$ _____	\$ _____
<u>149</u>	Laundry Detergent, Powder in 24 oz. Pkgs. Similar or equal to: Tide, Fab Brand Name: _____	40	Cs.	\$ _____	\$ _____
<u>150</u>	Detergent, Concentrated, Chlorinated for Machine Ware Washing, Formula to Contain not more than 8/6% Phosphorous O.U.G.M.S/Gal. of Average Recommended. Brand Name: Cascade in 50 lb. Drum or approved equal Brand Name: _____	80	Cs.	\$ _____	\$ _____
<u>151</u>	Fabric Softener, 6/1 gal. Containers Downy, Final Touch or approved equal Brand Name: _____	55	Cs.	\$ _____	\$ _____

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ITEM NO.	SUPPLIES OR SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
	Household and Cleaning Supplies				
<u>152</u>	Deodorant Room Spray, Assorted Scents, 12-13 oz. Brand Name: Glade	350	Cs.	\$	\$
<u>153</u>	Claire Deodorant Room Sprays, 12-13 oz. Autumn Leaves, Baby Powder, Potpourri, Rain Forest, Apple, Tropic Breeze, Vanilla Brand Name: _____	240	Cs.	\$	\$
<u>154</u>	Disinfectant, Pure Steam Distilled in gals., 4/Cs. Pine-Sol, Lysol Brand Name: _____	180	Cs.	\$	\$
<u>155</u>	Claire Disinfectant Spray for Healthcare Use. A Phenol-Based, Country Fresh Scented Product that Disinfects HIV-1 (AIDS Virus), Polio Virus Types 1 and 2, Influenza A2/Hong Kong Virus and Herpes Simplex Virus Types 1 and 2 on Inanimate Environmental Surfaces. 16 oz., Assorted Scents. Brand Name: _____	240	Cs.	\$	\$
<u>156</u>	Lysol Disinfectant Spray, Nuetra Air, 12-13 oz. Brand Name: Lysol	240	Cs.	\$	\$
<u>157</u>	Insecticide for Crawling Insects, Spray Type, Aerosol Cans, 12/15 oz., Commercial Brand Brand Name: Raid	500	Cs.	\$	\$
<u>158</u>	Insecticide for Flying Insects, Spray Can, 12/15 oz. Commercial Brand Brand Name: Raid	400	Cs.	\$	\$
<u>159</u>	Soap, 3 oz, 144/Cs. Individually Wrapped Ivory, Camay or approved equal Brand Name: _____	50	Cs.	\$	\$
<u>160</u>	Soap, Bath, Small Bar 3/4 oz. Size, Individually Wrapped, 1,000/Cs. Ivory, Camay or approved equal Brand Name: _____	150	Cs.	\$	\$
<u>161</u>	Magic Suds Dish Liquid, 5 Gals containers, Commercial Similar or approved equal to: Palmolive Brand Name: _____	100	Gal	\$	\$
<u>162</u>	Sanitizing Solution for Low temperature dish washers, 5 Gals. Similar or approved equal to: Advantage Chemicals Brand Name: _____	100	Gal	\$	\$
<u>163</u>	Suma Dish Wash/Washing liquid for Dish Washers, 5 Gals. Similar or approved equal to: Korchem Brand Name: _____	100	Gal	\$	\$
<u>164</u>	Fabuloso, multi-purpose cleaner, 128 oz. btl. Brand Name: Fabuloso Only	100	Gal	\$	\$
<u>165</u>	Dishwashing Liquid in Gallons, 4/Cs., Commercial Dawn, Joy, Palmolive or approved equal Brand Name: DAWN, PALMOLIVE, JOY	250	Cs.	\$	\$
<u>166</u>	Dish Towels; Size, 18" X 12", 12 per case Similar or approved equal to: Best Value Brand Name: _____	50	Cs.	\$	\$
<u>167</u>	Dish Towels, Terry Type, Super Heavy, Absorbent Cotton, Institutional Size, 34" X 18" Best Value or approved equal Brand Name: _____	150	Doz.	\$	\$

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	Household and Cleaning Supplies				
<u>168</u>	Paper Lunch Bag; Brown; 8lb; 500/Bundle Similar or approved equal to: Brand Name: _____	20	Cs.	\$ _____	
<u>169</u>	Pop-Up Wax Paper Sheets; Interfolded Deli Wrap Sheets; 500 Sheets/box; 12 boxes/case (6000 sheets) Similar or approved equal to: Brand Name: _____	20	Cs.	\$ _____	\$ _____
<u>170</u>	Plastic Sandwich Bags; Fold Lock; Clear; 7x7x2; 2000 Bags per box (2/1000) Similar or approved equal to: Brand Name: _____	20	Cs.	\$ _____	\$ _____
<u>171</u>	PVC Wrap, Roll, Institutional, 2,000' X 18" Brand Name: _____	510	Rls.	\$ _____	\$ _____
<u>172</u>	Plastic Film, 1" ZipSafe Cutter on Box, 1" X 500' Companion or approved equal Brand Name: _____	500	Rls.	\$ _____	\$ _____
<u>173</u>	Saran Wrap/Film Wrap; 18" x 2000 Similar or approved equal to: Brand Name: _____	250	Ea.	\$ _____	\$ _____
<u>174</u>	Foil Aluminum; Heavy Duty, 500' X 18" Roll Similar or approved equal to: Reynolds, Durable Brand Name: _____	400	Ea.	\$ _____	\$ _____
<u>175</u>	Foil, Aluminum, Heavy Duty Roll, Institutional 500' X 18" Durable or approved equal Brand Name: _____	400	Rls.	\$ _____	\$ _____
<u>176</u>	Oblong Serving Dish w/ 3 Compartments and Covers, Aluminum Delivery quantities not exceeding 250/Cs. Similar or approved equal to: Ecko #8555	10	Cs.	\$ _____	\$ _____
<u>177</u>	Hand Stretch Film/Pallet Wrap for packaging and shipping; 18" x 1500ft; Rolls; Heavy Duty Brand Name: _____	100	Cs.	\$ _____	\$ _____
<u>178</u>	Aprons, White Cotton Bib with Pocket, 1 dz. per case. Brand Name: _____	50	Cs.	\$ _____	\$ _____
<u>179</u>	Steam Table Pan, Stainless Steel, 12x20x4 Brand Name: _____	60	Ea.	\$ _____	\$ _____
<u>180</u>	Steam Table Pan, Stainless Steel, 12x20x6 Brand Name: _____	60	Ea.	\$ _____	\$ _____
<u>181</u>	Steam Table Pan, Stainless Steel, 12x20x8 Brand Name: _____	30	Ea.	\$ _____	\$ _____
<u>182</u>	Forks Dinner, Stainless Steel Windsor or approved equal Brand Name: _____	120	Doz.	\$ _____	\$ _____
<u>183</u>	Teaspoons; Stainless Steel Similar or approved equal to: Windsor Brand Name: _____	500	Cs.	\$ _____	\$ _____

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ITEM NO.	SUPPLIES OR SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
	Household and Cleaning Supplies				
<u>184</u>	Dinner Forks; Stainless Steel Similar or approved equal to: Windsor Brand Name: _____	500	Cs.	\$ _____	\$ _____
<u>185</u>	Cook's Fork, Extra Long, Stainless Steel Similar or approved equal to: Admiral Brand Name: _____	150	Ea.	\$ _____	\$ _____
<u>186</u>	Teaspoon, Dinner Type, Stainless Steel Windsor or approved equal Brand Name: _____	30	Doz.	\$ _____	\$ _____
<u>187</u>	Ladle, Extra Long, Stainless Steel Admiral or approved equal Brand Name: _____	3	Doz.	\$ _____	\$ _____
<u>188</u>	Ladle, Regular Size, Stainless Steel Admiral or approved equal Brand Name: _____	3	Doz.	\$ _____	\$ _____
<u>189</u>	Ladle, 1 Cup, 18", Stainless Brand Name: _____	100	Ea.	\$ _____	\$ _____
<u>190</u>	Pot Spoon, Non-Perforated (Extra Long), Stainless Steel Admiral or approved equal Brand Name: _____	23	Doz.	\$ _____	\$ _____
<u>191</u>	Pot Spoon, Perforated (Extra Long), Stainless Steel Admiral or approved equal Brand Name: _____	22	Doz.	\$ _____	\$ _____
<u>192</u>	Pot Spoons, 18"; Stainless Steel Similar or approved equal to: Admiral Brand Name: _____	150	Ea.	\$ _____	\$ _____
<u>193</u>	Whisk, 18", Stainless Steel Similar or approved equal to: Admiral Brand Name: _____	50	Ea.	\$ _____	\$ _____
<u>194</u>	Spoodle, 1/2 Cup, Stainless Steel Similar or approved equal to: Admiral Brand Name: _____	150	Ea.	\$ _____	\$ _____
<u>195</u>	Spoodle, 3/4 Cup, Stainless Steel Similar or approved equal to: Admiral Brand Name: _____	150	Ea.	\$ _____	\$ _____
<u>196</u>	Spoodle 1 Cup, Stainless Steel Similar or approved equal to: Admiral Brand Name: _____	180	Ea.	\$ _____	\$ _____
<u>197</u>	Spoodle, 1/4 cup, Stainless Brand Name: _____	22	Doz.	\$ _____	\$ _____
<u>198</u>	Spoodle, 1/2 cup, Stainless Brand Name: _____	22	Doz.	\$ _____	\$ _____
<u>199</u>	Spoodle, 3/4 Cup, Stainless Brand Name: _____	22	Doz.	\$ _____	\$ _____
<u>200</u>	Ice Cream Scoop, 2 oz. Size, Stainless Steel Admiral or approved equal Brand Name: _____	15	Doz.	\$ _____	\$ _____
<u>201</u>	Ice Cream Scoop, #8 1/2 Cup, Stainless Steel Admiral or approved equal Brand Name: _____	15	Doz.	\$ _____	\$ _____

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	Household and Cleaning Supplies				
<u>202</u>	Ice Cream Scoop, #16 1/4 Cup, Stainless Steel Admiral or approved equal Brand Name: _____	20	Doz.	\$ _____	\$ _____
<u>203</u>	Cook's Fork, Extra Long, Stainless Steel Admiral or approved equal Brand Name: _____	20	Doz.	\$ _____	\$ _____
<u>204</u>	Bread Knife, Extra Long, Stainless Steel Ary or approved equal Brand Name: _____	5	Doz.	\$ _____	\$ _____
<u>205</u>	Paring Knife, 6" Ary or approved equal Brand Name: _____	20	Doz.	\$ _____	\$ _____
<u>206</u>	Slicers Utility Knives, 8" Stainless Steel Ary or approved equal Brand Name: _____	20	Doz.	\$ _____	\$ _____
<u>207</u>	Cook's Knife, 8" Stainless Steel Ary or approved equal Brand Name: _____	20	Doz.	\$ _____	\$ _____
<u>208</u>	Cook's Knife, 10" Stainless Steel Ary or approved equal Brand Name: _____	20	Doz.	\$ _____	\$ _____
<u>209</u>	Cook's Knife, 12" Stainless Steel Ary or approved equal Brand Name: _____	20	Doz.	\$ _____	\$ _____
<u>210</u>	Surgrip Retractable Metal Utility Knife, Hand-Shaped w/ Textured Handle for a Firm Grip, adj. Cut Depth Similar or approved equal to: Xacto #WV X 274 Brand Name: _____	20	Ea.	\$ _____	\$ _____
<u>211</u>	Insulated Nylon Top Load; Full Size Food Pan Carrier with Handles; for Hot & Cold use; 27"x21"x29"; capacity 4-7 pans Similar or approved equal to: Brand Name: _____	20	Ea.	\$ _____	\$ _____
<u>212</u>	Tally Counter, Hand held, 4-digit display; Automatic reset; Metal chrome Similar or approved equal to: Great Star or Sparco Brand Name: _____	100	Bxs.	\$ _____	\$ _____
<u>213</u>	Disposable N95 Particulate Dust Mask/Respirator; Cool Air Flow Brand Name: _____	100	Bxs.	\$ _____	\$ _____
<u>214</u>	Dessert Dishes, Disposable, Foam , Containers, 4 oz., 1,000/Cs. Similar or approved equal to: #9197 w/ Matching Lids Brand Name: _____	500	Cs.	\$ _____	\$ _____

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ITEM NO.	SUPPLIES OR SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
	Household and Cleaning Supplies				
<u>215</u>	Foam Tray, 5 X 5, 3 Compartment Brand Name: _____	20	Ea.	\$ _____	\$ _____
<u>216</u>	Foam Tray, 7 X 7, 3 Compartment Brand Name: _____	20	Ea.	\$ _____	\$ _____
<u>217</u>	Foam Tray, 9 X 9, 3 Compartment Brand Name: _____	20	Ea.	\$ _____	\$ _____
<u>218</u>	Bowls Soup, 8 oz. Plastic, 500/Cs. Brand Name: _____	1,000	Ea.	\$ _____	\$ _____
<u>219</u>	Soup Bowls, 8 oz., Foam, containers with Matching Lids 500 per case. Brand Name: _____	900	Cs.	\$ _____	\$ _____
<u>220</u>	Soup Bowls, 16 oz., Foam containers with Matching Lids 500 per case. Brand Name: _____	900	Cs.	\$ _____	\$ _____
<u>221</u>	Wrap, Plastic Film, PW 18" X 200' Brand Name: _____	500	Ea.	\$ _____	\$ _____
<u>222</u>	Dish Towels _____ Brand Name: _____	250	Ea.	\$ _____	\$ _____
<u>223</u>	Mittens, Long _____ Brand Name: _____	100	Ea.	\$ _____	\$ _____
<u>224</u>	Burn Guards, Arm & Hand Protection, Conventional Style Brand Name: _____	100	Ea.	\$ _____	\$ _____
<u>225</u>	Apron, White Cotton Bib with Pocket Brand Name: _____	150	Ea.	\$ _____	\$ _____
<u>226</u>	Disposable Plastic Aprons, Individual, 1000/Cs. Brand Name: _____	150	Cs.	\$ _____	\$ _____
<u>227</u>	Toddlers Pull-Up Pampers for Boys Sizes M, L, XL Brand Name: _____	50	Cs.	\$ _____	\$ _____

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	Household and Cleaning Supplies				
		QUANTITY	UNIT	UNIT PRICE	
<u>228</u>	Toddlers Pull-Up Pampers for Girls Sizes M, L, XL Brand Name: _____	50	Cs.	\$ _____	\$ _____
<u>229</u>	Liquid Magic Suds, dishwashing, detergent & sanitizer Brand Name: _____	50	Cs.	\$ _____	\$ _____
<u>230</u>	Grease Trap Cleaner Brand Name: _____	500	Cs.	\$ _____	\$ _____
<u>231</u>	Glass Cleaner, Spray Bottle, 12 per case Brand Name: _____	50	Cs.	\$ _____	\$ _____
<u>232</u>	Johnson Diversey Super Suma Dish Wash Brand Name: Johnson Diversey	300	Cs.	\$ _____	\$ _____
<u>233</u>	Johnson Diversey Low Term Rinse Brand Name: Johnson Diversey	300	Cs.	\$ _____	\$ _____
<u>234</u>	Chicken Fry Boxes, 5 X 3, Institutional Size Brand Name: _____	100	Cs.	\$ _____	\$ _____
<u>235</u>	QSC Pink Lotion Skin CLNS 800M, Item # SSS44105, Powerful synthetic detergent designed for quick removal of all types of soils Pearl pink almond fragrance Brand Name: _____	100	Cs.	\$ _____	\$ _____
<u>236</u>	Dispenser for QSC Lotion Soap 800ml, Item # SSS441111, bag in Box Refills Brand Name: _____	100	Cs.	\$ _____	\$ _____
<u>237</u>	Spartan NABC Bathroom Cleaner 12/ Quarts Brand Name: _____	100	Cs.	\$ _____	\$ _____
<u>238</u>	Blue General Cleaning Microfiber Cloth 12/pk 144/cs Brand Name: _____	100	Cs.	\$ _____	\$ _____
<u>239</u>	Hand Paper Roll Towels White 800sq ft Item #76018 Brand Name:STERLING	250	Cs.	\$ _____	\$ _____
<u>240</u>	Dispenser for Hand Roll Towels, 800sf, Item # 52014 fits hand roll towel 76018 Brand Name: _____	100	Cs.	\$ _____	\$ _____
<u>241</u>	Hair Net Any or approved equal Brand Name: _____	100	Pk.	\$ _____	\$ _____
<u>242</u>	Hand Sanitizer, 4/1 gal bottles Brand Name: Brand Name: _____	500	Cs.	\$ _____	\$ _____
<u>243</u>	Paper Sandwich Bags Similar or approved equal to: Brand Name: _____	500	Cs.	\$ _____	\$ _____
<u>244</u>	Soup Bowls, 8 oz., Plastic, 500/Cs. Brand Name: _____	500	Cs.	\$ _____	\$ _____
<u>245</u>	Mittens, Long; Pair Brand Name: _____	250	Cs.	\$ _____	\$ _____

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GENERAL PROVISIONS (SUPPLY CONTRACT)

1. DEFINITIONS

As Used throughout this contract, the following terms shall have the meaning set forth below:

The term "Contracting Officer" means the Commissioner of the Department of Property & Procurement; and the term includes, except as otherwise provided in the contract, the authorized representative of the Contracting Officer acting within the limits of his authority.

2. CHANGES

The Contracting Officer may at any time, by a written order, and without notice to the sureties, make changes, within the general scope of this contract, in anyone or more of the following: (i) Drawings, designs, or specifications where the supplies to be furnished are to be specially manufactured for the Government in accordance therewith; (ii) method of shipment or packing; and (iii) place of delivery. If any such change causes an increase or decrease in the cost of, or the time required for, the performance of any part of the work under this contract, whether changed or not changed by any such order, an equitable adjustment shall be made in the contract price or delivery schedule, or both, and the contract shall be modified in writing accordingly. Any claim by the contractor for adjustment under this clause must be asserted within 30 days from the date of receipt by the Contractor of the notification of change: Provided, however, That the Contracting Officer, if he decides that the facts justify such action, may receive and act upon any such claim asserted at any time prior to final payment under this contract. Where the cost of property made obsolete or excess as a result of a change is included in the Contractor's claim for adjustment, the Contracting Officer shall have the right to prescribe the manner of disposition of such property. Failure to agree to any adjustment shall be a dispute concerning a question of fact within the meaning of the clause of this contract entitled "Disputes." However, nothing in this clause shall excuse the Contractor from proceeding with the contract as changed.

3. EXTRAS

Except as otherwise provided in this contract, no payment for extras shall be made unless such extras and the price thereof have been authorized in writing by the Contracting Officer.

4. VARIATION IN QUALITY

No variation in the quantity of any item called for by this contract will be accepted unless such variation has been caused by conditions of loading, shipping, packing or allowances in manufacturing processes, and then only to the extent, if any, specify elsewhere in this contract.

5. INSPECTION

(a) All supplies (which term throughout this clause includes without limitation raw materials, components, intermediate assemblies, and end products) shall be subject to

inspection and test by the Government, to the extent practicable at all times and places including the period of manufacture and in any event prior to acceptance.

(b) In case any supplies or lots of supplies are defective in material or workmanship or otherwise not in conformity with the requirements of this contract, the Government shall have the right either to reject them (with or without instructions as to their disposition) or to require their correction. Supplies or lots of supplies which have been rejected or required to be corrected shall be removed or, if permitted or required by the Contracting Officer, corrected in place by and at the expense of the Contractor promptly after notice, shall not thereafter be tendered for acceptance unless the former rejection or requirement of correction is disclosed. If the Contractor fails promptly to remove such supplies or lots of supplies which are required to be removed, or promptly to replace or correct such supplies or lots of supplies, the Government either (i) may by contract or otherwise replace or correct such supplies and charge to the Contractor the cost occasioned the Government thereby, or (ii) may terminate this contract for default as provided in the clause of this contract entitled "Default." Unless the Contractor corrects or replaces such supplies within the delivery schedule, the Contracting Officer may require the delivery of such supplies at a reduction in price which is equitable under the circumstances. Failure to agree to such reduction of price shall be a dispute concerning a question of fact within the meaning of the clause of this contract entitled "Disputes."

(c) If any change inspection or test is made by the Government on the premises of the Contractor or a subcontractor, the Contractor without additional charge shall provide reasonable facilities and assistance for the safety and convenience of the Government inspectors in the performance of their duties. If Government inspection or test is made at a point other than the premises of the Contractor or a subcontractor, it shall be at the expense of the Government except as otherwise provided in this contract: Provided, That in case of rejection the Government shall not be liable for any reduction in value of samples used in connection with such inspection or test. All inspections and tests by the Government shall be performed in such a manner as not to unduly delay the work. The Government reserves the right to charge to the Contractor any additional cost of Government inspection and test when supplies are not ready at the time such inspection and test is requested by the Contractor or when reinspection or retest is necessitated by prior rejection. Acceptance or rejection of the supplies shall be made as promptly as practicable after delivery, except as otherwise provided in this contract; but failure to inspect and accept or reject supplies shall neither relieve the Contractor from responsibility for such supplies as are not in accordance with the contract requirements nor impose liability on the Government therefor.

(d) The inspection and test by the Government of any supplies or lots thereof does not relieve the Contractor from any responsibility regarding defects or other failures to meet the contract requirements which may be discovered prior to acceptance. Except as otherwise provided in this contract, acceptance shall be conclusive except as regards latent defects, fraud, or such gross mistakes as amount to fraud.

(e) The Contractor shall provide and maintain an inspection system acceptable to the Government covering the supplies hereunder. Records of all inspection work by the Contractor shall be kept complete and available to the Government during the performance of this contract and for such longer period as may be specified elsewhere in this contract.

6. RESPONSIBILITY FOR SUPPLIES

Except as otherwise provided in the contract, (i) the Contractor shall be responsible for the supplies covered by this contract until they are delivered at the designated delivery point, regardless of the point of inspection; (ii) after delivery to the Government at the designated point and prior to acceptance by the Government or rejection and giving notice thereof by the Government, the Government shall be responsible for the loss or destruction of or damage to the supplies only if such loss, destruction or damage results from the negligence of officers, agents, or employees of the Government acting within the scope of their employment; and (iii) the Contractor shall bear all risks as to rejected supplies after notice of rejection, except that the Government shall be responsible for the loss, or destruction of, or damage to the supplies only if such loss, destruction or damage results from the gross negligence of officers, agents, or employees of the Government acting within the scope of their employment.

7. PAYMENTS

The Contractor shall be paid, upon the submission of proper invoices or vouchers, the prices stipulated herein for supplies delivered and accepted or services rendered and accepted, less deductions, if any, as herein provided. Unless otherwise specified, payment will be made on partial deliveries accepted by the Government when the amount due on such deliveries so warrants; or when requested by the Contractor, payment for accepted partial deliveries shall be made whenever such payment would equal or exceed either \$1,000 or 50 percent of the total amount of this contract.

8. ASSIGNMENT OF CLAIMS

(a) Pursuant to the provisions of the Assignment of Claims Act (5 VIC 1201 et. seq.) if this contract provides for payments aggregating \$1,000 or more, claims for moneys due or to become due to the Contractor from the Government under this contract may be assigned to a bank, trust company, or other financial institution, including any Federal lending agency, and may thereafter be further assigned and reassigned to any such institution. Any such assignment or reassignment shall cover all amounts payable under this contract and not already paid, and shall not be made to more than one party, except that any such

assignment or reassignment may be made to one party as agent or trustee for two or more parties participating in such financing. Unless otherwise provided in this contract, payments to an assignee of any moneys due or to become due under this contract shall not, to the extent provided in said Act, as amended, be subject to reduction or set off.

9. ADDITIONAL BOND SECURITY

If any surety upon any bond furnished in connection with this contract becomes unacceptable to the Government of if any such surety fails to furnish reports as to his financial condition from time to time as requested by the Government, the Contractor shall promptly furnish such additional security as may be required from time to time to protect the interests of the Government and of persons supplying labor or materials in the prosecution of the work contemplated by this contract.

10. EXAMINATION OF RECORDS

(The following clause is applicable if the amount of this contract exceeds \$1,000.00 and was entered into by means of negotiation, but is not applicable if this contract was entered into by means of formal advertising.)

(a) The Contractor agrees that the Government Comptroller of the U. S. Virgin Islands or any of his duly authorized representatives shall, until the expiration of three years after final payment under this contract, have access to and the right to examine any directly pertinent books, documents, papers, and records of the Contractor involving transactions related to this contract.

(b) The Contractor further agrees to include in all his subcontracts hereunder a provision to the effect that the subcontractor agrees that the Government Comptroller of the Virgin Islands or any of his duly authorized representatives shall, until the expiration of three years after final payment under the subcontract, have access to and the right to examine any directly pertinent books, documents, papers, and records of such subcontractor, involving transactions related to the subcontract. The term "subcontract" as used in this clause excludes (i) purchase orders not exceeding \$1,000 and (ii) subcontracts or purchase orders for public utility services at rates established for uniform applicability to the general public.

11. DEFAULT

(a) The Government may, subject to the provisions of paragraph (c) below, by written notice of default to the Contractor, terminate the whole or any part of this contract in any one of the following circumstances:

(i) if the Contractor fails to make delivery of the supplies or to perform the services within the time specified herein or any extension thereof; or

(ii) if the Contractor fails to perform any of the other provisions of this contract, or so fails to make progress as to endanger performance of this contract in accordance with its terms, and in either of these two circumstances does not cure

such failure within a period of 10 days (or such longer period as the Contracting Officer may authorize in writing) after receipt of notice from the Contracting Officer specifying such failure.

(b) In the event the Government terminates this contract in whole or in part as provided in paragraph (a) of this clause, the Government may procure, upon such terms and in such manner as the Contracting Officer may deem appropriate, supplies or services similar to those so terminated, and the Contractor shall be liable to the Government for any excess costs for such similar supplies or services: Provided, That the Contractor shall continue the performance of this contract to the extent not terminated under the provisions of this clause.

(c) Except with respect to defaults of subcontractors, the Contractor shall not be liable for any excess costs if the failure to perform the contract arises out of causes beyond the control and without the fault or negligence of the Contractor. Such causes may include, but are not restricted to, acts of God or of the public enemy, acts of the Government in either its sovereign or contractual capacity, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes, and unusually severe weather; but in every case the failure to perform must be beyond the control and without fault or negligence of the Contractor. If the failure to perform is caused by the default of a subcontractor, and if such default arises out of causes beyond the control of both the Contractor and subcontractor, and without the fault or negligence of either of them, the Contractor shall not be liable for any excess costs for failure to perform, unless the supplies or service fees to be furnished by the subcontractor was obtainable from other sources in sufficient time to permit the Contractor to meet the required delivery schedule.

(d) If this contract is terminated as provided in paragraph

(a) of this clause, the Government, in addition to any other rights provided in this clause, may require the Contractor to transfer title and deliver to the Government, in the manner and to the extent directed by the Contracting Officer, (i) any completed supplies, and (ii) such partially completed supplies and materials, parts, tools, dies, jigs, fixtures, plans, drawings, information, and contract rights (hereinafter called "manufacturing materials") as the Contractor has specifically produced or specifically acquired for the performance of such part of this contract as has been terminated; and the Contractor shall, upon direction of the Contracting Officer, protect and preserve property in possession of the Contractor in which the Government has an interest. Payment for completed supplies delivered to and accepted by the Government shall be at the contract price. Payment for manufacturing materials delivered to and accepted by the Government and for the protection and preservation of property shall be in an amount agreed upon by the Contractor and Contracting Officer; failure to agree to such amount shall be a dispute concerning a question of fact within the meaning of the clause of this contract entitled "Disputes." The Government may withhold from amounts otherwise due the Contractor for such completed supplies or manufacturing materials such sum as the Contracting Officer determines to be

necessary to protect the Government against loss because of outstanding liens or claims of former lien holders.

(e) If, after notice of termination of this contract under the provisions of this clause, it is determined for any reason that the Contractor was not in default under the provisions of this clause, or that the default was excusable under the provisions of this clause, the rights and obligations of the parties shall, if the contract contains a clause providing for termination for convenience of the Government, be the same as if the notice of termination had been issued pursuant to such clause. If, after notice of termination of this contract under the provisions of this clause, it is determined for any reason that the Contractor was not in default under the provisions of this clause, and if this contract does not contain a clause providing for termination for convenience of the Government, the contract shall be equitably adjusted to compensate for such termination and the contract modified accordingly; failure to agree to any such adjustment shall be a dispute concerning a question of fact within the meaning of the clause of this contract entitled "Disputes."

(f) The rights and remedies of the Government provided in this clause shall not be exclusive and are in addition to any other rights and remedies provided by law or under this contract.

12. DISPUTES

(a) Except as otherwise provided in this contract, any dispute concerning a question of fact arising under this contract which is not disposed of by agreement shall be decided by the Contracting Officer, who shall reduce his decision to writing and mail or otherwise furnish a copy thereof to the Contractor. The decision of the Contracting Officer shall be final and conclusive unless, within 30 days from the date of receipt of such copy, the Contractor mails or otherwise furnishes to the Contracting Officer a written appeal addressed to the Attorney General. The decision of the Attorney General or his duly authorized representative shall be final and conclusive unless determined by a court of competent jurisdiction to have been fraudulent, or capricious, or arbitrary, or so grossly erroneous as necessarily to imply bad faith, or not supported by substantial evidence. In connection with any appeal proceeding under this clause, the Contractor shall be afforded an opportunity to be heard and to offer evidence in support of his appeal. Pending final decision of a dispute hereunder, the Contractor shall proceed diligently with the performance of the contract and in accordance with the Contracting Officer's decision.

(b) This "Disputes" clause does not preclude consideration of law questions in connection with decisions provided for in paragraph (a) above:- Provided, That nothing in this contract shall be construed as making final the decision of any administrative official, representative, or board on a question of law.

13. NOTICE AND ASSISTANCE REGARDING PATENT AND COPYRIGHT INFRINGEMENT

The provisions of this clause shall be applicable only if the amount of this contract exceeds \$10,000.

(a) The Contractor shall report to the Contracting Officer, promptly and in reasonable written detail, each notice or claim of patent or copyright infringement based on the performance of this contract of which the Contractor has knowledge.

(b) In the event of any claim or suit against the Government on account of any alleged patent or copyright infringement arising out of the performance of this contract or out of the use of any supplies furnished or work or services performed hereunder, the Contractor shall furnish to the Government when requested by the Contracting Officer, all evidence and information in possession of the Contractor pertaining to such suit or claim. Such evidence and information shall be furnished at the expense of the Government except where the Contractor has agreed to indemnify the Government.

14. BUY AMERICAN ACT

(a) In acquiring end products, the Buy American Act (41 U.S. Code 10a³d) provides that the Government give preference to domestic source end products. For the purpose of this clause:

(i) "components" means those articles, materials, and supplies, which are directly incorporated in the end products;

(ii) "end products" means those articles, materials, and supplies, which are to be acquired under this contract for public use; and

(iii) "a domestic source end product" means (A) an unmanufactured end product which has been mined or produced in the United States and (B) an end product manufactured in the United States if the cost of the components thereof which are mined, produced, or manufactured in the United States exceeds 50 percent of the cost of all its components. For the purposes of this (a) (iii) (B), components of foreign origin of the same type or kind as the products referred to in (b) (ii) or (iii) of this clause shall be treated as components mined, produced, or manufactured in the United States.

(b) The Contractor agrees that there will be delivered under this contract only domestic source end products, except end products;

(i) which are for use outside the United States;

(ii) which the Government determines are not mined, produced, or manufactured in the United States in sufficient and reasonably available commercial quantities and of a satisfactory quality;

(iii) as to which the Secretary determines the domestic preference to be inconsistent with the public interest; or

(i) which are for use outside the United States;

(ii) which the Government determines are not mined, produced, or manufactured in the United States in sufficient and reasonably available commercial quantities and of a satisfactory quality;

(iii) as to which the Secretary determines the domestic preference to be inconsistent with the public interest; or

(iv) as to which the Secretary determines the cost to the Government to be unreasonable.

(The foregoing requirements are administered in accordance with Executive Order No. 10582, dated December 17, 1954.)

15. CONVICT LABOR

In connection with the performance of work under this contract, the Contractor agrees not to employ any person undergoing sentence of imprisonment at hard labor.

16. OFFICIALS NOT TO BENEFIT

No member of the Legislature, or Delegate to the United States Congress, or official or employee of the Executive Branch of the Government of the Virgin Islands, shall be admitted to any share or part of this contract, or to any benefit that may arise therefrom, but this provision shall not be construed to extend to this contract if made with a corporation for its general benefit.

17. COVENANT AGAINST CONTINGENT FEES

The Contractor warrants that no person or selling agency has been employed or retained to solicit or secure this contract upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee, excepting bona fide employees or bona fide established commercial or selling agencies maintained by the Contractor for the purpose of securing business. For breach or violation of this warranty the Government shall have the right to annul this contract without liability or in its discretion to deduct from the contract price or consideration, or otherwise recover, the full amount of such commission, percentage, brokerage, or contingent fee.

18. SAFETY

The Contractor shall maintain an adequate safety program to insure the safety of contractor employees, subcontractor employees, and all other individuals working under this contract. The Virgin Islands Occupational Safety and Health Act (OSHA) provides for safety and health protection for employees on the job. The contractor is required to comply with the OSHA standards. In addition, the contractor must also provide the GVI with a written safety program that he intends to follow in pursuing work under this contract. No work under this contract will be permitted until the GVI is assured that the contractor has an adequate safety program in effect.

TERMINATION OF CONTRACTS

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CONVENIENCE OF THE GOVERNMENT

- (a) The performance of work under this contract may be terminated by the Government in accordance with this clause in whole, or from time to time in part, whenever the Contracting Officer shall determine that such termination is in the best interest of the Government. Any such termination shall be effected by delivery to the Contractor of a Notice of Termination specifying the extent to which performance by delivery to the Contractor of a Notice of Termination specifying the extent to which performance of work under the contract is terminated, and the date upon which such termination becomes effective.
- (b) After receipt of a Notice of Termination, and except as otherwise directed by the Contracting Officer, the Contractor shall:
- (i) stop work under the contract on the date and to the extent specified in the Notice of Termination;
 - (ii) place no further orders or subcontracts for materials, services or facilities, except as may be necessary for completion of such portion of the work under the contract as is not terminated;
 - (iii) terminate all orders and subcontracts to the extent that they relate to the performance of work terminated by the Notice of Termination;
 - (iv) assign to the Government, in the manner, at the times, and to the extent directed by the Contracting Officer, all of the right, title, and interest of the Contractor under the orders and subcontracts so terminated, in which case the Government shall have the right, in its discretion, to settle or pay any or all claims arising out of the termination of such orders and subcontracts;
 - (v) settle all outstanding liabilities and all claims arising out of such termination of orders and subcontracts, with the approval or ratification of the Contracting Officer, to the extent, he may require, which approval or ratification shall be final for all the purposes of this clause;
 - (vi) transfer title and deliver to the Government in the manner, at the times, and to the extent, if any, directed by the Contracting Officer (A) the fabricated or unfabricated parts, work in progress, completed work, supplies, and other material produced as a part of, or acquired in connection with the performance of, the work terminated by the Notice of Termination, and (B)

the completed or partially completed plans, drawings, information, and other property which, if the contract had been completed, would have been required to be furnished to the Government.

- (vii) use his best efforts to sell, in the manner, at the times, to the extent, and at the price or prices directed or authorized by the Commissioner of Property and Procurement, any property of the types referred to in (vi) above; provided, however, that the Contractor (A) shall not be required to extend credit to any purchaser, and (B) may acquire any such property under the conditions prescribed by and at the price or prices approved by the Commissioner of Property and Procurement and provided further that the proceeds of any such transfer or disposition shall be applied in reduction of any payments to be made by the Government to the Contractor under this contract or shall otherwise be credited to the price or cost of the work covered by this contract or paid in such other manner as the Commissioner of Property and Procurement may direct;
 - (viii) complete performance of such part of the work as shall not have been terminated by the Notice of Termination; and
 - (ix) take such action as may be necessary, or as the Commissioner of Property and Procurement may direct, for the protection and preservation of the property related to this contract which is in the possession of the Contractor and in which the Government has or may acquire an interest.
- (c) After receipt of the Notice of Termination, the Contractor shall submit to the Commissioner of Property and Procurement his termination claim, in the form and with certification prescribed by the Commissioner of Property and Procurement. Such claim shall be submitted promptly but in no event later than one year from the effective date of termination, unless one or more extensions in writing are granted by the Commissioner of Property and Procurement, upon request of the Contractor made in writing within such one-year period or authorized extension thereof. However, if the Commissioner of Property and Procurement determines that the facts justify such action, he may receive and act upon failure of the Contractor to submit his termination claim within the time allowed, the Commissioner of Property and Procurement may determine, on the basis of information available to him, the amount, if any, due to the Contractor by any reason of the termination and shall thereupon pay to the Contractor the amount so determined.
- (d) Subject to the provisions of paragraph (c), the Contractor and the Commissioner of Property and Procurement may agree upon the whole or any part of the amount or amounts to be paid to the Contractor by reason of the total or partial termination of work pursuant to this clause, which amount or amounts may include a reasonable allowance for profit on work done; provided, that such agreed amount or amounts, exclusive of settlement costs, shall not exceed the total contract price as reduced by the amount of payments otherwise made and as further reduced by the contract price of work not terminated. The contract shall be amended accordingly, and the Contractor shall be paid

the agreed amount. Nothing in paragraph (e) of this clause, prescribing the amount to be paid to the Contractor in the event of failure of the Contractor and the Commissioner of Property and Procurement to agree upon the whole amount to be paid to the Contractor by reason of the termination of work pursuant to this clause, shall be deemed to limit, restrict or otherwise determine or affect the amount or amounts which may be agreed to be paid to the Contractor pursuant to this paragraph (d):

- (i) for completed supplies, materials and equipment or services accepted by the Government (or sold or acquired as provided in paragraph (b) (vii) above) and not theretofore paid for, a sum equivalent to the aggregate price for such supplies or services computed in accordance with the price or prices specified in the contract, appropriately adjusted for any saving for freight or other charges;
- (ii) the total of —
 - (A) the costs incurred in the performance of the work terminated, including initial costs and preparatory expense allocable thereto, but exclusive of any costs attributable to supplies or services paid or to be paid for under paragraph (e) (i) hereof;
 - (B) the cost settling and paying claims arising out of the termination of work under subcontracts or orders, as provided in paragraph (b) (v) above, which are properly chargeable to the terminated portion of the contract (exclusive of amounts paid or payable on account of supplies or materials delivered or services furnished by subcontractors or vendors prior to the effective date of the Notice of Termination, which amounts shall be included in the costs payable under (A) above; and
 - (C) a sum, as profit on (A) above, determined by the Contracting Officer to be fair and reasonable; provided, however, that if it appears that the Contractor would have sustained a loss on the entire contract had it been completed, no profit shall be included or allowed under this subdivision (C) and an appropriate adjustment shall be made reducing the amount of the settlement to reflect the indicated rate of loss; and
- (iii) the reasonable costs of settlement, including accounting, legal, clerical and other expenses reasonably necessary for the preparation of settlement claims and supporting data with respect to the terminated portion of the contract and for the termination and settlement of subcontract thereunder, together with reasonable storage, transportation and other costs incurred in connection with the protection or disposition of property allocable to this contract.

TERMS AND CONDITIONS OF THE INVITATION FOR BIDS
(SUPPLY CONTRACTS)

1. PREPARATION OF BIDS: (a) Bidders are expected to examine the drawings, specifications, invitations, and all instructions. Failure to do so will be at the bidder's risk. (b) Bids must be in ink or printed on the bid forms furnished herewith. Bids submitted in pencil will be rejected. Bids containing alterations or erasures will be rejected, unless the alteration or erasure is crossed out and correction thereof printed in ink or typewritten adjacent thereto and initialed by the person signing the bid. In addition, a statement must be furnished with the bid, signed by the bidder explaining the correction of the alteration or erasure. (c) If the bidder is a partnership, a letter of authorization shall be furnished and signed by all of the general partners. If the bidder is a proprietor, and the person signing the bid is other than the owner, a letter of authorization signed by the owner shall be furnished. The Contracting Officer will retain all such proof on file for acceptance of future bids, if requested to do so. (d) The bidder must sign his proposal correctly and in ink. If the proposal is offered by an individual or partnership, his name, office and post office addresses must be shown. If offered by a corporation, the person signing the proposal must give his name, title, and business address. Anyone signing a proposal as agent must file legal evidence of his authority to do so, and that the signature is binding upon the firm or corporation. (e) Alternate bids will not be considered unless authorized by the invitation. Alternate bids are those offered which do not meet the specification and are not considered approved equal to the item specified. (f) When not otherwise specified, the bidder must state a definite time of proposed delivery. (g) Time, if stated as a number of days will include Sundays and holidays. 2. SUBMISSION OF BIDS: (a) Bids and modifications thereof shall be enclosed in sealed envelopes addressed to the issuing office, with the name and address of the bidder, the date and hour of opening, and the invitation number on the face of the envelope. Bids shall be submitted so as to be received in the Office of the Contracting Officer not later than the exact time set for opening of bids. To be considered for award, a bid must comply in all material respects with the invitation for bids so that, both as to the method and timeliness of submission, and as to the substance of any resulting contract, all bidders may stand on an equal footing and the integrity of the formal advertising system may be maintained. (b) Telegraphic bids shall not be considered unless permitted by the Invitation for Bids. Where telegraphic bids are authorized, a telegraphic bid received by telephone from the receiving telegraph office not later than the time set for opening of bids, shall be considered if such bid is confirmed in writing by the telegraph company and by sending a copy of the telegram which forms the basis for the telephone call. (c) Bids may be modified by telegraphic notice provided such notice is received prior to the time set for the opening of the bids. (d)

Sample of items, when required, must be submitted within the time specified, and unless otherwise specified by the Government. If not destroyed by testing, samples will be returned at bidders' request and expense unless otherwise specified by the Invitation. (e) In the event no bid is to be submitted, Bidders are advised not to return the Invitation unless otherwise specified. However, a letter or post card shall be sent to the Issuing Office advising whether future Invitations for the type of supplies or services covered by the Invitation is desired. Failure to so advise the Issuing Office may be interpreted against the bidder. 3. WITHDRAWAL OF BIDS: Bids may be withdrawn only by written or telegraphic notice provided that such notice is received prior to the time set for opening of the bid. 4. LATE BIDS: (a) Bids received at the Office of the Contracting Officer after the precise time set in the Invitation for Bids are late bids. (b) A late bid shall be considered for award only if it is received before award; and either; (i) It was sent by mail including registered or certified for which an official dated post office stamp (*Postmark*) on the envelope has been obtained, or by telegraph if authorized, and it is determined that the lateness was due solely to a delay in the mails or to a delay by the telegraph company for which the bidder was not responsible; or (ii) If submitted by mail- or by telegram where authorized-it was received at the Office of the Contracting Officer in sufficient time to be opened as required in the Invitation but except for delay due to mishandling on the part of the Government. The only evidence acceptable to establish timely receipt at the Office of the Contracting Officer is that which can be established upon examination of an appropriate time stamp or a written statement from an official of the U. S. Postal Service. (c) **Hand-Carried Bids:** A late hand-carried bid, or any other late bid not submitted by mail or telegram, shall not be considered for award. (d) **Registered Mail:** The time of mailing of a late bid, mailed by registered mail, may be determined by the date of the postmark on the registered mail receipt or registered mail wrapper. The time of mailing shall be deemed to be the last minute of the date shown in such postmark unless the bidder furnishes evidence from the post office station of mailing which establishes an earlier time. If the postmark does not show a date, the bid shall be deemed to have been mailed too late unless the bidder furnishes evidence from the post office of mailing which establishes timely mailing. (e) **Certified Mail:** The time of mailing a late bid; mailed by Certified Mail for which a postmarked Receipt for Certified Mail was obtained, shall be deemed to be the last minute of the date shown on the postmark on such receipt where: (i) the Receipt for Certified Mail identifies the post office station of mailing and the bidder furnishes evidence from such station that the business day of that station ended at an earlier time, in which case the time of mailing shall be deemed to be last minute of the business day of that station; or (ii) an entry in ink on

the Receipt of Certified Mail, showing the time of mailing and the initials of the postal employee receiving the item and making the entry, is appropriately verified in writing by the post office station of mailing in which case the time of mailing shall be the time shown in the entry. If the postmark does not show a date, the bid shall be deemed to have been mailed too late. (f) **Metered Mail:** Bids or modifications thereof transmitted in a metered envelope received after the time set for opening will be deemed to have been mailed on the last minute of the day indicated by the metered stamp unless in such event a bidder is able to submit clear and convincing proof as to the actual or approximate time of mailing. 5. IDENTIFICATION OF OFFER: Bidders shall show brand name, catalog number, model and so forth as applicable on bid form covering the product they are bidding on and propose to furnish. If not shown, it will be considered and understood to be that the make and model, shown in the Schedule, as a reference, will be supplied. 6. CASH DISCOUNT PROVISIONS: (a) Discounts offered for a period of less than 20 days will not be considered in making award. Bids offering discounts for payment within periods in excess of twenty (20) days will be evaluated for the purpose of award. (b) In connection with discounts offered, time will be completed from date of acceptance of the supplies by the Government. Provided, however, that the Government is not unreasonably nor unduly negligent in accepting shipment. 7. AWARD OF CONTRACT: (a) Unless all bids are rejected, award will be made by written notice, within the time specified for acceptance, to that responsible bidder whose bid, conforming to the Invitation for Bids, offers the most advantageous service to the Government, quality offered, delivery terms and service reputation taken into consideration. (b) The Government may award items separately or by grouping items in total lots. (c) The Government may, during the term of any contract entered into, increase or decrease the quantities but no such increase or decrease will exceed twenty-five (25%) per cent of the quantity bid upon. 8. REJECTION OF BIDS: The Government may, after opening but prior to award and within the time specified for acceptance, reject any or all bids, or the bid for any one or more commodities or contracted services included in the proposed contract, when the public interest will be served thereby. 9. PRICES: (a) All prices bid shall be firm and not subject to increase if accepted during the acceptance period. Bids containing an "escalation clause" will not be considered unless specifically authorized by the Government in the Invitation for Bids. (b) For each item bid, a unit price and a total for the quantity must be stated. The unit price shall always control. (c) All prices shall be F.O.B. (Free On Board) destination. The seller hereunder must at his own expense and risk, transport the goods to the named place and there tender delivery.