



**State of Oklahoma  
Oklahoma State Department of Health  
Procurement**

**Solicitation**

**Solicitation #: 3400001226**

**Solicitation Issue Date: 08/30/13**

**Brief Description of Requirement:**

Printing of the WIC GROCERY LIST PADS English and Spanish.  
 Samples of the pads in English and Spanish are attached.  
 Questions are due not later than COB 9/11/13 via e-mail to Rubys@health.ok.gov. Answers will be posted to the website no later than 9/13/13 via an amendment, which must be attached to the response.  
 Response due 3:00 PM CDT September 18, 2013.

**Response Due Date<sup>1</sup>: 09/18/13**

**Time:3:00 PM CST/CDT**

**Issued By and RETURN SEALED BID TO<sup>2</sup>:**

Agency Name: Oklahoma State Department of Health

- U.S. Postal Delivery: 1000 NE 10th Street; Room 309; Oklahoma City, OK 73117
- Carrier Delivery: 1000 NE 10th Street; Room 309; Oklahoma City, OK 73117

**Solicitation Type** (type "X" at one below):

- Invitation to Bid
- Request for Proposal
- Request for Quote

**1. Shipping Location:**See instructions

**2. Contracting Officer:**

Name: Ruby Sherwan  
 Phone: 405-271-4043  
 Email: rubys@health.ok.gov

<sup>1</sup> Amendments to solicitation may change the Response Due Date (read GENERAL PROVISIONS, section 3, "Solicitation Amendments")  
<sup>2</sup> If "U.S. Postal Delivery" differs from "Carrier Delivery", use "Carrier Delivery" for courier or personal deliveries





**State of Oklahoma  
Oklahoma State Department of Health  
Procurement**

**Certification for Competitive  
Bid and/or Contract  
(Non-Collusion Certification)**

**NOTE:** A certification shall be included with any competitive bid and/or contract exceeding \$5,000.00 submitted to the State for goods or services.

Solicitation or Purchase Order #: 3400001226

Supplier Legal Name: \_\_\_\_\_

**SECTION I [74 O.S. § 85.22]:**

A. For purposes of competitive bid,

1. I am the duly authorized agent of the above named bidder submitting the competitive bid herewith, for the purpose of certifying the facts pertaining to the existence of collusion among bidders and between bidders and state officials or employees, as well as facts pertaining to the giving or offering of things of value to government personnel in return for special consideration in the letting of any contract pursuant to said bid;
2. I am fully aware of the facts and circumstances surrounding the making of the bid to which this statement is attached and have been personally and directly involved in the proceedings leading to the submission of such bid; and
3. Neither the bidder nor anyone subject to the bidder's direction or control has been a party:
  - a. to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding,
  - b. to any collusion with any state official or employee as to quantity, quality or price in the prospective contract, or as to any other terms of such prospective contract, nor
  - c. in any discussions between bidders and any state official concerning exchange of money or other thing of value for special consideration in the letting of a contract, nor
  - d. to any efforts or offers with state agency or political subdivision officials or others to create a sole brand acquisition or a sole source acquisition in contradiction to 74 O.S. 85.45j.1.

B. I certify, if awarded the contract, whether competitively bid or not, neither the contractor nor anyone subject to the contractor's direction or control has paid, given or donated or agreed to pay, give or donate to any officer or employee of the State of Oklahoma any money or other thing of value, either directly or indirectly, in procuring this contract herein.

**SECTION II [74 O.S. § 85.42]:**

For the purpose of a contract for services, the supplier also certifies that no person who has been involved in any manner in the development of this contract while employed by the State of Oklahoma shall be employed by the supplier to fulfill any of the services provided for under said contract.

The undersigned, duly authorized agent for the above named supplier, by signing below acknowledges this certification statement is executed for the purposes of:

the competitive bid attached herewith and contract, if awarded to said supplier;

**OR**

the contract attached herewith, which was not competitively bid and awarded by the agency pursuant to applicable Oklahoma statutes.

\_\_\_\_\_  
Supplier Authorized Signature

\_\_\_\_\_  
Certified This Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Email

\_\_\_\_\_  
Fax Number

## **A. GENERAL PROVISIONS**

### **A.1. Definitions**

As used herein, the following terms shall have the following meaning unless the context clearly indicates otherwise:

- A.1.1. "Acquisition" means items, products, materials, supplies, services, and equipment a state agency acquires by purchase, lease purchase, lease with option to purchase, or rental pursuant to the Oklahoma Central Purchasing Act;
- A.1.2. "Bid" means an offer in the form of a bid, proposal, or quote a bidder submits in response to a solicitation;
- A.1.3. "Bidder" means an individual or business entity that submits a bid in response to a solicitation;
- A.1.4. "Solicitation" means a request or invitation by the State Purchasing Director or a state agency for a supplier to submit a priced offer to sell acquisitions to the state. A solicitation may be an invitation to bid, request for proposal, or a request for quotation; and
- A.1.5. "Supplier" or "vendor" means an individual or business entity that sells or desires to sell acquisitions to state agencies.

### **A.2. Bid Submission**

- A.2.1. Submitted bids shall be in strict conformity with the instructions to bidders and shall be submitted with a completed Responding Bidder Information, OMES-FORM-CP-076, and any other forms required by the solicitation.
- A.2.2. Bids shall be submitted to the procuring agency in a single envelope, package, or container and shall be sealed, unless otherwise detailed in the solicitation. The name and address of the bidder shall be inserted in the upper left corner of the single envelope, package, or container. SOLICITATION NUMBER AND SOLICITATION RESPONSE DUE DATE AND TIME MUST APPEAR ON THE FACE OF THE SINGLE ENVELOPE, PACKAGE, OR CONTAINER.
- A.2.3. The required certification statement, "Certification for Competitive Bid and/or Contract (Non-Collusion Certification)", OMES-FORM-CP-004, must be made out in the name of the bidder and must be properly executed by an authorized person, with full knowledge and acceptance of all its provisions.
- A.2.4. All bids shall be legible and completed in ink or with electronic printer or other similar office equipment. Any corrections to bids shall be identified and initialed in ink by the bidder. Penciled bids and penciled corrections shall NOT be accepted and will be rejected as non-responsive. In addition to a hard copy submittal, the bidder will also be required to submit an electronic copy. Electronic responses must be submitted in the identical format contained in the solicitation (for example Microsoft Word, Microsoft Excel, but not Adobe PDF). In the event the hard copy of the price worksheets and electronic copy of the price worksheets do not agree, the electronic copy will prevail.
- A.2.5. All bids submitted shall be subject to the Oklahoma Central Purchasing Act, Central Purchasing Rules, and other statutory regulations as applicable, these General Provisions, any Special Provisions, solicitation specifications, required certification statement, and all other terms and conditions listed or attached herein—all of which are made part of this solicitation.

### **A.3. Solicitation Amendments**

- A.3.1. If an "Amendment of Solicitation", OMES-FORM-CP-011, is issued, the bidder shall acknowledge receipt of any/all amendment(s) to solicitations by signing and returning the solicitation amendment(s). Amendment acknowledgement(s) may be submitted with the bid or may be forwarded separately. If forwarded separately, amendment acknowledgement(s) must contain the solicitation number and response due date and time on the front of the envelope. The procuring agency must receive the amendment acknowledgement(s) by the response due date and time specified for receipt of bids for the bid to be deemed responsive. Failure to acknowledge solicitation amendments may be grounds for rejection.
- A.3.2. No oral statement of any person shall modify or otherwise affect the terms, conditions, or specifications stated in the solicitation. All amendments to the solicitation shall be made in writing by the procuring agency.
- A.3.3. It is the Bidder's responsibility to check frequently for any possible amendments that may be issued. The procuring agency is not responsible for a bidder's failure to download any amendment documents required to complete a solicitation.

### **A.4. Bid Change**

If the bidder needs to change a bid prior to the solicitation response due date, a new bid shall be submitted to the procuring agency with the following statement "This bid supersedes the bid previously submitted" in a single envelope, package, or container and shall be sealed, unless otherwise detailed in the solicitation. The name and address of the bidder shall be inserted in the upper left corner of the single envelope, package, or container. SOLICITATION NUMBER AND SOLICITATION RESPONSE DUE DATE AND TIME MUST

APPEAR ON THE FACE OF THE SINGLE ENVELOPE, PACKAGE, OR CONTAINER.

#### **A.5. Certification Regarding Debarment, Suspension, and Other Responsibility Matters**

By submitting a response to this solicitation:

- A.5.1. The prospective primary participant and any subcontractor certifies to the best of their knowledge and belief, that they and their principals or participants:
  - A.5.1.1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any Federal, State or local department or agency;
  - A.5.1.2. Have not within a three-year period preceding this proposal been convicted of or pled guilty or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) contract; or for violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
  - A.5.1.3. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph A.5.1.2. of this certification; and
  - A.5.1.4. Have not within a three-year period preceding this application/proposal had one or more public (Federal, State, or local) contracts terminated for cause or default.
- A.5.2. Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to its solicitation response.

#### **A.6. Bid Opening**

Sealed bids shall be opened by the Oklahoma State Department of Health located at 1000 NE 10th Street; Room 309; Oklahoma at the time and date specified in the solicitation as the Response Due Date and

#### **A.7. Open Bid / Open Record**

Pursuant to the Oklahoma Public Open Records Act, a public bid opening does not make the bid(s) immediately accessible to the public. The procurement or contracting agency shall keep the bid(s) confidential, and provide prompt and reasonable access to the records only after a contract is awarded or the solicitation is cancelled. This practice protects the integrity of the competitive bid process and prevents excessive disruption to the procurement process. The interest of achieving the best value for the State of Oklahoma outweighs the interest of vendors immediately knowing the contents of competitor's bids. [51 O.S. § 24A.5(5)]

Additionally, financial or proprietary information submitted by a bidder may be designated by the Purchasing Director as confidential and the procurement entity may reject all requests to disclose information designated as confidential pursuant to 62 O.S. (2012) § 34.11.1(H)(2) and 74 O.S. (2011) § 85.10. Bidders claiming any portion of their bid as proprietary or confidential must specifically identify what documents or portions of documents they consider confidential and identify applicable law supporting their claim of confidentiality. The State Purchasing Director shall make the final decision as to whether the documentation or information is confidential pursuant to 74 O.S. § 85.10. Otherwise, documents and information a bidder submits as part of or in connection with a bid are public records and subject to disclosure after contract award or the solicitation is cancelled.

#### **A.8. Late Bids**

Bids received by the procuring agency after the response due date and time shall be deemed non-responsive and shall NOT be considered for any resultant award.

#### **A.9. Legal Contract**

- A.9.1. Submitted bids are rendered as a legal offer and any bid, when accepted by the procuring agency, shall constitute a contract.
- A.9.2. The Contract resulting from this solicitation may consist of the following documents in order of preference:
  - A.9.2.1. Purchase order, as amended by Change Order (if applicable);
  - A.9.2.2. Solicitation, as amended (if applicable); and
  - A.9.2.3. Successful bid (including required certifications), to the extent the bid does not conflict with the requirements of the solicitation or applicable law.
- A.9.3. Any contract(s) awarded pursuant to the solicitation shall be legibly written or typed.

#### **A.10. Pricing**

- A.10.1. Bids shall remain firm for a minimum of sixty (60) days from the solicitation closing date.
- A.10.2. Bidders guarantee unit prices to be correct.
- A.10.3. In accordance with 74 O.S. §85.40, ALL travel expenses to be incurred by the supplier in performance of the Contract shall be included in the total bid price/contract amount.

**A.11. Manufacturers' Name and Approved Equivalent**

Unless otherwise specified in the solicitation, manufacturers' names, brand names, information and/or catalog numbers listed in a specification are for information and not intended to limit competition. Bidder may offer any brand for which they are an authorized representative, and which meets or exceeds the specification for any item(s). However, if bids are based on equivalent products, indicate on the bid form the manufacturer's name and number. Bidder shall submit sketches, descriptive literature, and/or complete specifications with their bid. Reference to literature submitted with a previous bid will not satisfy this provision. The bidder shall also explain in detail the reason(s) why the proposed equivalent will meet the specifications and not be considered an exception thereto. Bids that do not comply with these requirements are subject to rejection.

**A.12. Clarification of Solicitation**

- A.12.1. Clarification pertaining to the contents of this solicitation shall be directed in writing to the Contracting Officer specified in the solicitation.
- A.12.2. If a bidder fails to notify the State of an error, ambiguity, conflict, discrepancy, omission or other error in the SOLICITATION, known to the bidder, or that reasonably should have been known by the bidder, the bidder shall submit a bid at its own risk; and if awarded the contract, the bidder shall not be entitled to additional compensation, relief, or time, by reason of the error or its later correction. If a bidder takes exception to any requirement or specification contained in the SOLICITATION, these exceptions must be clearly and prominently stated in their response.
- A.12.3. Bidders who believe proposal requirements or specifications are unnecessarily restrictive or limit competition may submit a written request for administrative review to the State prior to the closing date.

**A.13. Rejection of Bid**

The State reserves the right to reject any bids that do not comply with the requirements and specifications of the solicitation. A bid may be rejected when the bidder imposes terms or conditions that would modify requirements of the solicitation or limit the bidder's liability to the State. Other possible reasons for rejection of bids are listed in OAC 580:16-7-32.

**A.14. Award of Contract**

- A.14.1. The State Purchasing Director may award the Contract to more than one bidder by awarding the Contract(s) by item or groups of items, or may award the Contract on an ALL OR NONE basis, whichever is deemed by the State Purchasing Director to be in the best interest of the State of Oklahoma.
- A.14.2. Contract awards will be made to the lowest and best bidder(s) unless the solicitation specifies that best value criteria is being used.
- A.14.3. In order to receive an award or payments from the State of Oklahoma, suppliers must be registered. The vendor registration process can be completed electronically through the OMES website at the following link: <https://www.ok.gov/dcs/vendors/index.php> .

**A.15. Contract Modification**

- A.15.1. The Contract is issued under the authority of the State Purchasing Director who signs the Contract. The Contract may be modified only through a written Contract Modification, signed by the State Purchasing Director.
- A.15.2. Any change to the Contract, including but not limited to the addition of work or materials, the revision of payment terms, or the substitution of work or materials, directed by a person who is not specifically authorized by the procuring agency in writing, or made unilaterally by the supplier, is a breach of the Contract. Unless otherwise specified by applicable law or rules, such changes, including unauthorized written Contract Modifications, shall be void and without effect, and the supplier shall not be entitled to any claim under this Contract based on those changes. No oral statement of any person shall modify or otherwise affect the terms, conditions, or specifications stated in the resultant Contract.

**A.16. Delivery, Inspection and Acceptance**

- A.16.1. Unless otherwise specified in the solicitation or awarding documents, all deliveries shall be F.O.B. Destination. The bidder(s) awarded the Contract shall prepay all packaging, handling, shipping and delivery charges and firm prices quoted in the bid shall include all such charges. All products and/or services to be delivered pursuant to the Contract shall be subject to final inspection and acceptance by the State at destination. "Destination" shall mean delivered to the receiving dock or other point specified in the purchase order. The State assumes no responsibility

for goods until accepted by the State at the receiving point in good condition. Title and risk of loss or damage to all items shall be the responsibility of the supplier until accepted by the receiving agency. The supplier(s) awarded the Contract shall be responsible for filing, processing, and collecting any and all damage claims accruing prior to acceptance.

- A.16.2. Supplier(s) awarded the Contract shall be required to deliver products and services as bid on or before the required date. Deviations, substitutions or changes in products and services shall not be made unless expressly authorized in writing by the procuring agency.

#### **A.17. Invoicing and Payment**

A.17.1. Pursuant to 74 O.S. §85.44(B), invoices will be paid in arrears after products have been delivered or services provided.

A.17.2. Interest on late payments made by the State of Oklahoma is governed by 62 O.S. §34.71 and 62 O.S. §34.72.

#### **A.18. Tax Exemption**

State agency acquisitions are exempt from sales taxes and federal excise taxes. Bidders shall not include these taxes in price quotes.

#### **A.19. Audit and Records Clause**

A.19.1. As used in this clause, "records" includes books, documents, accounting procedures and practices, and other data, regardless of type and regardless of whether such items are in written form, in the form of computer data, or in any other form. In accepting any Contract with the State, the successful bidder(s) agree any pertinent State or Federal agency will have the right to examine and audit all records relevant to execution and performance of the resultant Contract.

A.19.2. The successful bidder(s) awarded the Contract(s) is required to retain records relative to the Contract for the duration of the Contract and for a period of seven (7) years following completion and/or termination of the Contract. If an audit, litigation, or other action involving such records is started before the end of the seven (7) year period, the records are required to be maintained for two (2) years from the date that all issues arising out of the action are resolved, or until the end of the seven (7) year retention period, whichever is later.

#### **A.20. Non-Appropriation Clause**

The terms of any Contract resulting from the solicitation and any Purchase Order issued for multiple years under the Contract are contingent upon sufficient appropriations being made by the Legislature or other appropriate government entity. Notwithstanding any language to the contrary in the solicitation, purchase order, or any other Contract document, the procuring agency may terminate its obligations under the Contract if sufficient appropriations are not made by the Legislature or other appropriate governing entity to pay amounts due for multiple year agreements. The Requesting (procuring) Agency's decisions as to whether sufficient appropriations are available shall be accepted by the supplier and shall be final and binding.

#### **A.21. Choice of Law**

Any claims, disputes, or litigation relating to the solicitation, or the execution, interpretation, performance, or enforcement of the Contract shall be governed by the laws of the State of Oklahoma.

#### **A.22. Choice of Venue**

Venue for any action, claim, dispute or litigation relating in any way to the Contract shall be in Oklahoma County, Oklahoma.

#### **A.23. Termination for Cause**

A.23.1. The supplier may terminate the Contract for default or other just cause with a 30-day written request and upon written approval from the procuring agency. The State may terminate the Contract for default or any other just cause upon a 30-day written notification to the supplier.

A.23.2. The State may terminate the Contract immediately, without a 30-day written notice to the supplier, when violations are found to be an impediment to the function of an agency and detrimental to its cause, when conditions preclude the 30-day notice, or when the State Purchasing Director determines that an administrative error occurred prior to Contract performance.

A.23.3. If the Contract is terminated, the State shall be liable only for payment for products and/or services delivered and accepted.

#### **A.24. Termination for Convenience**

A.24.1. The State may terminate the Contract, in whole or in part, for convenience if the State Purchasing Director determines

that termination is in the State's best interest. The State Purchasing Director shall terminate the Contract by delivering to the supplier a Notice of Termination for Convenience specifying the terms and effective date of Contract termination. The Contract termination date shall be a minimum of 60 days from the date the Notice of Termination for Convenience is issued by the State Purchasing Director.

A.24.2. If the Contract is terminated, the State shall be liable only for products and/or services delivered and accepted, and for costs and expenses (exclusive of profit) reasonably incurred prior to the date upon which the Notice of Termination for Convenience was received by the supplier.

#### **A.25. Insurance**

The successful bidder(s) awarded the Contract shall obtain and retain insurance, including workers' compensation, automobile insurance, medical malpractice, and general liability, as applicable, or as required by State or Federal law, prior to commencement of any work in connection with the Contract. The supplier awarded the Contract shall timely renew the policies to be carried pursuant to this section throughout the term of the Contract and shall provide the procuring agency with evidence of such insurance and renewals.

#### **A.26. Employment Relationship**

The Contract does not create an employment relationship. Individuals performing services required by this Contract are not employees of the State of Oklahoma or the procuring agency. The supplier's employees shall not be considered employees of the State of Oklahoma nor of the procuring agency for any purpose, and accordingly shall not be eligible for rights or benefits accruing to state employees.

#### **A.27. Compliance with the Oklahoma Taxpayer and Citizen Protection Act of 2007**

By submitting a bid for services, the bidder certifies that they, and any proposed subcontractors, are in compliance with 25 O.S. §1313 and participate in the Status Verification System. The Status Verification System is defined in 25 O.S. §1312 and includes but is not limited to the free Employment Verification Program (E-Verify) through the Department of Homeland Security and available at [www.dhs.gov/E-Verify](http://www.dhs.gov/E-Verify).

#### **A.28. Compliance with Applicable Laws**

The products and services supplied under the Contract shall comply with all applicable Federal, State, and local laws, and the supplier shall maintain all applicable licenses and permit requirements.

#### **A.29. Special Provisions**

Special Provisions set forth in SECTION B apply with the same force and effect as these General Provisions. However, conflicts or inconsistencies shall be resolved in favor of the Special Provisions.



# SOLICITATION REQUEST

 Request for Quote Request for Proposal Request for Bid**Dispatch via Print**

**Department of Health**  
 OKLAHOMA STATE DEPT OF HEALTH  
 SHIPPING & RECEIVING  
 1000 NE 10TH ST  
 OKLAHOMA CITY OK 731171299

<b>Request Quote ID.</b>	<b>Date</b>	<b>Buyer</b>	<b>Page</b>
3400001226	07/30/2013	Ruby Sherwan	1
<b>Payment Terms</b>	<b>DateTime Quote Open</b>	<b>Closing</b>	
0 Days	08/27/2013 11:04 AM	09/18/2013 03:00 PM	

Requisition Number Reference: From Req ID - 3400016193

**Ship To:** OKLAHOMA STATE DEPT OF HEALTH  
 SEE COMMENTS SECTION BELOW

**Bill To:** OKLAHOMA STATE DEPT OF HEALTH  
 ACCOUNTS PAYABLE  
 1000 NE 10TH ST  
 OKLAHOMA CITY OK 731171299

**Vendor:** NAME \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ ST: \_\_\_\_\_ ZIP: \_\_\_\_\_

**Supplier Responses**

Line	Cat CD / Item # - Descr	Qty.	UOM	Unit Cost	Ext. Cost
1	82121506 / 100008356 PRINTING:Printing: books, catalogs, magazines, pamphlets, etc. (except legislative journals and periodicals)	1	JA		

Print Specs:

- Job Type: Grocery List Pads
- Size: 4" x 8.5"
- Color: 4/0 Process (bleeds)

Quote on the following Quantities

- 60,000 (51,800 English/ 8,200 Spanish)
- 75,000 (64,000 English/11,000 Spanish)
- 90,000 (78,200 English/11,800 Spanish)

- Stock: 60# Williamsburg Offset (with chip-board back)
- 50 sheets per pad

- (2) 3" magnets (one at top and one at bottom). Magnet should be rated for 3 lbs. (Note: Pad weighs far less than 3 lb, but a mock-up has been tested; no alterations to these specs.)

Bundle in 50s (wrap or band)

Proof to Shauna Schroder, OSDH

Packaging/Delivery Specifications:

Vendor must be located in the State of Oklahoma in order to utilize OSDH contracted shipping vendors:

Awarded Vendor will box in various quantities (as specified on breakdown list attached) , adhere shipping labels (also provided) for 121 locations (our shipping contractor will pick up boxes)

Deliver Quantity marked for the State Office to WIC Shepherd Mall, Oklahoma City.

**Freight Terms:** FOB DEST **Ship Via:** COMMON

Lead Time: \_\_\_\_\_

**Supplier Remarks:**

**COMMENTS:**

This solicitation, along with resultant Purchase Order, constitutes the entire agreement. No additional agreements will be signed.

**This is NOT AN ORDER**

All returned quotes and related documents must be identified with our request for quote Number.

**Authorized Signature**



# SOLICITATION REQUEST

 Request for Quote Request for Proposal Request for Bid**Dispatch via Print**

**Department of Health**  
OKLAHOMA STATE DEPT OF HEALTH  
SHIPPING & RECEIVING  
1000 NE 10TH ST  
OKLAHOMA CITY OK 731171299

<b>Request Quote ID.</b>	<b>Date</b>	<b>Buyer</b>	<b>Page</b>
3400001226	07/30/2013	Ruby Sherwan	2
<b>Payment Terms</b>	<b>DateTime Quote Open</b>	<b>Closing</b>	
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Requisition Number Reference: From Req ID - 3400016193

**Ship To:** OKLAHOMA STATE DEPT OF HEALTH  
SEE COMMENTS SECTION BELOW

**Bill To:** OKLAHOMA STATE DEPT OF HEALTH  
ACCOUNTS PAYABLE  
1000 NE 10TH ST  
OKLAHOMA CITY OK 731171299

**Vendor:** NAME \_\_\_\_\_  
Address: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ ST: \_\_\_\_\_ ZIP: \_\_\_\_\_

**Supplier Responses**

Line	Cat CD / Item # - Descr	Qty.	UOM	Unit Cost	Ext. Cost
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Purchase order number should appear on all documentation, including but not limited to: packing slips, invoices, bills of lading, correspondence, subject line of emails, envelope addresses, and packages. The purchase order number should be visible without the need to open the package. Shipments, invoices, and other documentation not properly identified by purchase order number may result in refusal of delivery, delayed payment, or other delays in response.

Vendor acknowledges, by receipt of this instrument, document or communication, that any agreement Entered into or executed by the parties is subject to the provisions of the Oklahoma Central Purchasing Act, 74 O.S. §§ 85.1, ET SEQ.

Immediate cancellation shall be administered when violations are found to be an impediment to the function of the agency and detrimental to its cause, or when conditions preclude the 30 day notice.

The termination clause applies to the contract in its entirety, or any portion of the contract thereof.

**THIS BID WILL BE AWARDED LOWEST AND BEST**

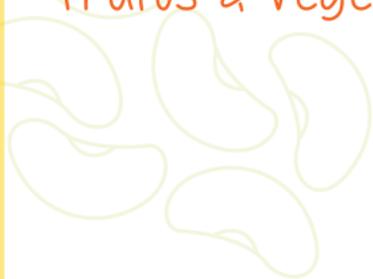
Vendor acknowledges, by receipt of this instrument, document or communication, that any agreement Entered into or executed by the parties is subject to the provisions of the Oklahoma Central Purchasing Act, 74 O.S. §§ 85.1, ET SEQ.

**This is NOT AN ORDER**

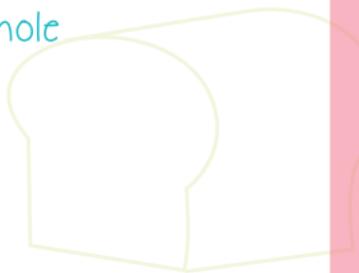
All returned quotes and related documents must be identified with our request for quote Number.

**Authorized Signature**

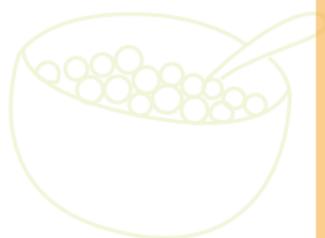
fruits & vegetables fill half your plate



grains make half of them whole



protein should vary & be lean



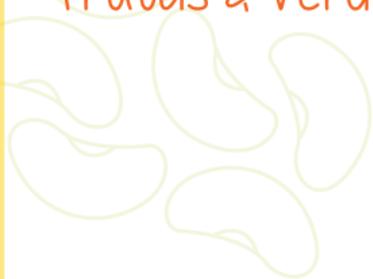
dairy choose 1% or less



other



frutas & verduras llene la mitad de su plato



granos haga la mitad de ellos enteros



proteína debe variar y ser sin grasa



lácteos escoja 1% o menos



otro



Oklahoma State Department of Health - WIC Service  
Shopping List

CLINIC	COUNTY	SITE	60,000		75,000		90,000	
			Quantities of English	Quantities of Spanish	Quantities of English	Quantities of Spanish	Quantities of English	Quantities of Spanish
			200/500/1000/2000	50/100/400/800	200/600/1200/2000	50/150/500/1000	200/600/1200/2400	50/200/500/1000
00101	Adair	Stilwell	200	50	200	50	200	50
00203	Alfalfa	Alfalfa County WIC	200	0	200	0	200	0
00301	Atoka	Atoka	200	0	200	0	200	0
00401	Beaver	Beaver	200	0	200	50	200	50
00501	Beckham	Sayre	200	0	200	0	200	0
00502	Beckham	Elk City	200	50	600	50	600	50
00601	Blaine	Watonga	200	50	200	50	200	50
00701	Bryan	Durant	500	50	600	50	1,200	50
00801	Caddo	Anadarko	200	50	200	50	200	50
00901	Canadian	El Reno	200	50	200	150	200	200
00902	Canadian	Yukon	1,000	50	1,200	50	1,200	50
01001	Carter	Ardmore	200	50	600	50	600	50
01002	Carter	Healdton	200	0	200	0	200	0
01101	Cherokee	Tahlequah	200	50	200	50	200	50
01201	Choctaw	Hugo	200	0	200	50	600	0
01303	Cimarron	Boise City	200	0	200	0	200	0
01401	Cleveland	Norman	1,000	100	2,000	150	2,400	200
01402	Cleveland	Moore	1,000	50	1,200	50	1,200	50
01408	Cleveland*	Guiding Right - Moore	500	0	600	0	600	0
01501	Coal	Coalgate	200	0	200	0	200	0
01601	Comanche	Lawton	2,000	50	2,000	150	2,400	200
01701	Cotton	Walters	200	0	200	0	200	0
01801	Craig	Vinita	200	0	200	0	600	0
01901	Creek	Sapulpa	1,000	50	1,200	50	1,200	50
01902	Creek	Bristow	200	0	200	0	200	0
01903	Creek	Drumright	200	0	200	0	200	0
02001	Custer	Clinton	200	50	200	150	200	50
02002	Custer	Weatherford	200	50	200	50	200	50
02101	Delaware	Jay	500	0	600	0	600	0
02201	Dewey*	Seiling Community Hospit	200	0	200	0	200	0
02301	Ellis*	Newman Memorial Hospi	200	0	200	0	200	0
02401	Garfield	Enid	1,000	100	1,200	150	2,400	200
02501	Garvin	Pauls Valley	200	50	200	50	600	50
02502	Garvin	Lindsay	200	50	200	50	200	50
02601	Grady	Chickasha	500	0	600	50	1,200	50
02702	Grant	Medford	200	0	200	0	200	0
02801	Greer	Mangum	200	0	200	0	200	0
02901	Harmon	Hollis	200	0	200	0	200	0
03003	Harper	Buffalo	200	0	200	50	200	0

Oklahoma State Department of Health - WIC Service  
Shopping List

CLINIC	COUNTY	SITE	60,000		75,000		90,000	
			Quantities of		Quantities of		Quantities of	
			English	Spanish	English	Spanish	English	Spanish
			200/500/1000/2000	50/100/400/800	200/600/1200/2000	50/150/500/1000	200/600/1200/2400	50/200/500/1000
03004	Harper	Laverne	200	50	200	50	200	50
03101	Haskell	Stigler	200	0	200	0	200	0
03201	Hughes	Holdenville	200	0	200	50	200	0
03301	Jackson	Altus	500	50	600	50	1,200	200
03401	Jefferson	Waurika	200	0	200	50	200	0
03501	Johnston	Tishomingo	200	0	200	50	200	0
03601	Kay	Ponca City	500	0	600	50	1,200	50
03602	Kay	Blackwell	200	0	200	0	200	0
03701	Kingfisher	Kingfisher	200	100	200	150	200	200
03801	Kiowa	Hobart	200	0	200	0	200	0
03901	Latimer	Wilburton	200	0	200	0	200	0
04001	LeFlore	Poteau	500	100	600	150	1,200	200
04101	Lincoln	Chandler	500	0	600	0	600	0
04201	Logan	Guthrie	500	50	600	50	600	50
04301	Love	Marietta	200	50	200	50	200	50
04401	McClain	Purcell	200	50	200	50	200	50
04402	McClain	Blanchard	200	0	200	0	200	0
04501	McCurtain	Idabel	500	50	600	50	600	50
04601	McIntosh	Eufaula	200	0	200	0	200	0
04602	McIntosh	Checotah	200	0	200	0	200	0
04702	Major	Fairview	200	50	200	50	200	50
04801	Marshall	Madill	200	50	200	50	600	200
04901	Mayes	Pryor	200	0	600	50	600	0
05001	Murray	Sulphur	200	0	200	0	200	0
05101	Muskogee	Muskogee	1,000	100	1,200	150	1,200	200
05201	Noble	Perry	200	0	200	0	200	0
05401	Okfuskee	Okemah	200	0	200	0	200	0
05501	Oklahoma*	OK.CCHD	1,000	50	2,000	50	2,400	50
05502	Oklahoma*	Mary Mahoney Memoria	200	0	600	50	600	50
05504	Oklahoma*	Hope Center	1,000	100	1,200	150	1,200	200
05505	Oklahoma*	OK.CCHD - Capitol Hill	1,000	400	1,200	500	1,200	600
05510	Oklahoma*	Variety Care - Mid-Del	1,000	0	1,200	0	1,200	0
05511	Oklahoma*	NSO-NW	1,000	50	2,000	50	2,400	50
05512	Oklahoma*	NSO-West	1,000	800	1,200	1,000	2,400	1,000
05521	Oklahoma*	Variety Care LaFayette	2,000	800	2,000	1,000	2,400	1,000
05522	Oklahoma*	OK.CCHD - East Clinic	1,000	0	1,200	0	1,200	0
05523	Oklahoma*	OK.CCHD - West Clinic	1,000	800	1,200	1,000	1,200	1,000
05524	Oklahoma*	Guiding Right	500	0	600	0	600	0
05526	Oklahoma*	Variety Care Straka	500	400	600	500	600	600

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CLINIC	COUNTY	SITE	60,000		75,000		90,000	
			Quantities of		Quantities of		Quantities of	
			200/500/1000/2000 English	50/100/400/800 Spanish	200/600/1200/2000 English	50/150/500/1000 Spanish	200/600/1200/2400 English	50/200/500/1000 Spanish
05533	Oklahoma*	Oklahoma City Indian Clir	500	50	600	50	600	50
05536	Oklahoma*	OK.CCHD - North	200	0	200	0	600	0
05537	Oklahoma*	OK.CCHD - Shepherd Mal	200	0	200	50	200	50
05601	Okmulgee	Okmulgee	200	0	600	0	600	0
05602	Okmulgee	Henryetta	200	0	200	0	200	0
05603	Okmulgee	Beggs	200	0	200	0	200	0
05801	Ottawa	Miami	500	50	600	50	600	50
05901	Pawnee	Pawnee	200	0	200	0	200	0
05902	Pawnee	Cleveland	200	0	200	0	200	0
06001	Payne	Stillwater	1,000	50	1,200	50	1,200	50
06002	Payne	Cushing	200	0	200	0	200	0
06101	Pittsburg	McAlester	500	50	600	50	600	50
06201	Pontotoc	Ada	500	0	600	50	600	50
06301	Pottawatomie	Shawnee	1,000	0	1,200	50	2,400	50
06401	Pushmataha	Antlers	200	0	200	0	200	0
06402	Pushmataha	Clayton	200	0	200	0	200	0
06501	Roger Mills*	Cheyenne - Roger Mills M	200	0	200	0	200	0
06601	Rogers	Claremore	500	50	600	50	1,200	50
06701	Seminole	Wewoka	200	0	200	0	200	0
06702	Seminole	Seminole	200	0	600	0	600	0
06801	Sequoyah	Sallisaw	500	50	600	50	1,200	50
06901	Stephens	Duncan	500	50	600	50	600	50
07001	Texas	Guymon	200	100	200	150	200	200
07101	Tillman	Frederick	200	50	200	50	200	50
07201	Tulsa*	Morton	500	100	600	150	1,200	200
07203	Tulsa*	TCCHD-South Tulsa WIC	1,000	100	1,200	150	1,200	200
07205	Tulsa*	TCCHD-Collinsville	200	0	200	0	200	0
07206	Tulsa*	TCCHD-Central Regional H	1,000	800	1,200	1,000	1,200	1,000
07208	Tulsa*	TCCHD-North Regional H	500	50	600	50	600	50
07209	Tulsa*	TCCHD-Bixby	500	50	600	50	600	50
07210	Tulsa*	TCCHD-Sand Springs	500	0	600	0	1,200	0
07214	Tulsa*	Margaret Hudson Prograr	200	0	200	0	200	0
07215	Tulsa*	Margaret Hudson - Broke	200	50	200	50	600	50
07217	Tulsa*	TCCHD-Mingo 21	1,000	800	1,200	1,000	1,200	1,000
07220	Tulsa*	TCCHD-Neighbors Along t	200	0	200	0	200	0
07225	Tulsa*	TCCHD-James O. Goodwil	1,000	400	2,000	500	2,400	600
07232	Tulsa*	Margaret Hudson -Owass	500	50	600	50	600	50
07301	Wagoner	Wagoner	200	0	200	0	200	0
07302	Wagoner	Coweta	200	0	200	50	600	50

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CLINIC	COUNTY	SITE	60,000		75,000		90,000	
			Quantities of 200/500/1000/2000	Quantities of 50/100/400/800	Quantities of 200/600/1200/2000	Quantities of 50/150/500/1000	Quantities of 200/600/1200/2400	Quantities of 50/200/500/1000
			English	Spanish	English	Spanish	English	Spanish
07401	Washington	Bartlesville	500	50	600	50	600	50
07501	Washita*	Cordell Memorial Hospita	200	0	200	0	200	0
07601	Woods	Alva	200	0	200	0	200	0
07701	Woodward	Woodward	200	50	200	50	200	50
	State Office	Shepherd Mall	500	100	600	150	600	200
			51,800	8,200	64,000	11,000	78,200	11,800