



**Town of Salem NH  
Fire Department  
EMS Supplies  
BID (2021-005)**

**Addendum No. 2**

**February 11, 2021**

The following questions have been posed to Christine Wholley Purchasing Agent, via email on February 10, 2021 @ 10:46am, since the release of this BID.

- “Vendor must carry the full product line used by (SFD) and is not allowed to use another vendor.” Can you clarify what is meant by another vendor- for example, Teleflex or Medline? The town understands not all items are available to one vendor however, if there is an alternative of equal quality you can provide then you may provide the town with pricing, assuming your company will guarantee the product will work for SFD needs. Your company will also be responsible for the any additional shipping prices. The town prefers a sole vendor, if your company orders from Teleflex or Medline those are very specific items sold only through them. The town has the right to choose additional vendors if needed.
- “If items are on back order for more than 7 days, the vendor must inform (SFD) of the status and the reason for delay. In these situations (SFD) has the right to cancel the order and purchase from another source.” Would the Town consider removing this from the specifications? No. The town will need to know if a product is delayed, as that product may be an emergency item needed if they (SFD) are running low.
- “A restocking fee will not be allowed, and the vendor is responsible for all shipping charges on returned items. There will be no time limit in which the (SFD) can return an item.”. Would the Town consider removing this from the specifications? Some leeway will be allowed for a restocking fees, this can be discussed as needed with Doug Devine.
- “Vendor must supply an inventory tracking system, with either the vendor performing that function or supplying the software to do so.” Can you clarify if the Town expects this as part of the proposal, or would a separate agreement need to be in place? Please include this service with the bid package pricing.

- “The contract will be awarded to a responsive & responsible bidder based on the qualifications and experience of the bidder, the quality of the equipment/product /materials/services to be provided and the support that the bidder offers during the duration of the supply terms.” Does the Town of Salem plan to award to just one vendor? **The town prefers a single vendor, but we understand some items can be difficult to locate and if you must use an additional vendor then you will need to reach out to Doug Devine and his department head for approval first before anything is ordered or shipped.**
- “Unless otherwise specified all prices listed are firm for the term of the contract” Would the Town consider removing this from the specifications? Can you specify what “otherwise specified” situations would be? **There is no contract term length. If prices increase from the original bid prices the town (SFD) must be notified immediately and they must be reviewed by Doug Devine and department heads before any orders are placed or delivered. SFD will review its pricing and supplies annually with the awarded vendor.**
- “Failure to supply goods may leave the contractor held liable for excess costs” Would the Town consider removing this from the specifications? What would be considered failure to supply? **No, we cannot remove these specifications. SFD has supplied a list in this bid that they use on a regular basis whether it be weekly, monthly, or annually so failure to supply would mean your company is unable to get this product in the quantity needed by SFD, causing SFD to purchase elsewhere which could lead to additional costs for the town such as shipping and possibly the item costing more.**

**PLEASE NOTE BID OPENING TIME HAS BEEN CHANGED PER DDENDUM #1 TO:**

**February 18, 2021 @ 12:00pm**