

Phone: (256)765-4206 Fax: (256)765-4329

Bid No. 2015-02 For: Athletic Trainer Supplies Page 1 of 14

INVITATION FOR BIDS:

Sealed Proposals for furnishing materials, equipment or services as described herein will be received at the Purchasing Department, Bibb Graves Hall, Room 21, University of North Alabama, Florence, Alabama, until 2:00 p.m. local time on October 8, 2014.

It is understood that the owner may accept any or all items at the prices listed in this proposal within a noted timeframes on the specification page. Time is of the essence to this bid and if delivery is not made within the time specified, the University reserves the right to cancel any order placed as a result of this bid. This bid may be withdrawn at any time prior to the scheduled time for the opening of bids, or any authorized postponement thereof.

DIRECTIONS FOR MAILING BIDS:

<u>Do not place more than one bid in an envelope.</u> Envelopes containing more than one bid may not be opened in time for a bid to be considered.

Envelopes containing bids must be sealed, marked and addressed as follows:

ADDRESSED TO: (If via any postal service (If hand carry)

University of North Alabama University of North Alabama

Purchasing Department - Bid 2015-02 Purchasing Department - Bid 2015-02

UNA M/S 5025 Bibb Graves Hall, Room 21 One Harrison Plaza One Harrison Plaza

Florence, AL 35632-0001 Florence, AL 35632-0001

BID FOR: Athletic Trainer Supplies

Bid No. 2015-02

CAUTION – The above mailing address line, UNA Box 5025, is the address for the University of North Alabama Central Mail Room and is not part of the physical address for the University of North Alabama Purchasing Department. Envelopes or packages addressed to this box number may not be received in the Purchasing Department by the specified bid due date and time. It is the bidder's responsibility to ensure that the bid is received in the Purchasing Department by the date and time specified; no assumptions should be made in regard to an extension due to unforeseen circumstances of any kind, no due date or time will change without advance written notice from the Procurement Office.

Bidders are strongly cautioned to mail or ship bids to allow ample time for receipt in the Purchasing Department, not the Central Mail Room nor Central Receiving. Overnight or next day delivery services may not be adequate. Since bids must be received in a sealed envelope, faxed or emailed bid copies cannot be accepted.

Bids received in the Purchasing Department after the specified date and time set forth above will not be considered and will be returned to the bidder

Bids will be opened in Bibb Graves Hall, Room 21 at 2:00 p.m. local time on October 9, 2014

Revised 1/30/08



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INSTRUCTIONS TO BIDDERS

- 1. All bidders are to submit bids on proposal forms furnished by the Assistant Vice President of Business Services, University of North Alabama (forms enclosed). All bid forms are to be signed in all designated spaces by an authorized officer or employee of the bidder. Telephone bids will not be accepted. Bids submitted by "fax" machine will not be accepted. All bids are to be mailed or delivered in a sealed envelope.
- 2. All bidders shall base their proposals on the exact schedule of equipment, material or service specifications herein.
- 3. Pictures, descriptions, and specifications should accompany all bids when required or desirable. Samples may be required and, if so, shall be furnished free of cost to the Owner.
- 4. Reference to manufacturers, suppliers, catalog numbers, etc., is intended to set quality standards and does not preclude bids from others as long as quality standards are met. Offers of equal items shall state the brand and number or level of quality. Alternates will not be considered unless they conform to the specifications.
- 5. All bidders are required to submit unit prices and extended prices, where applicable, for each item bid. Where the unit price and the extended total price do not agree, the unit price shall prevail.
- 6. The Owner reserves the right to accept any or all items on any bidder's proposal at the unit price submitted. The Owner reserves the right to reject any and all bids and to waive informalities.
- All prices submitted on the proposal are to be delivered prices to the University of North Alabama and shall not include any state or local sales tax.
- 8. Bidders should sign & return all pages of the complete bid to imply complete understanding and compliance with all bid requirements.
- 9. All questions should be directed to the Purchasing Office, University of North Alabama, UNA Box 5025, Florence, AL 35632-0001, phone 256/765-4206.
- 10. Should a bidder find discrepancies in, or omissions from the bid documents or should he be in doubt as to their meaning, he should at once notify the Owner who will send written instructions to all bidders.
- 11. Bids received after the bid opening date and time, or any authorized postponement thereof, will not be considered.
- 12. EQUAL EMPLOYMENT OPPORTUNITY/U.S. FAIR LABOR STANDARDS ACT: By signing this proposal, bidder certifies that bidder is in compliance with the nondiscrimination clause contained in Section 202, Executive Order 11246, as amended by Executive Order 11375, relative to Equal Employment Opportunity for all persons without regard to race, color, religion, sex, or national origin, and the rules and regulations prescribed by the Secretary of Labor, Veteran's Act 38USC4212, Section 503 Rehabilitation act of 1973 Title I of the Americans with Disabilities Act of 1990 42USC12101, and that any and all goods were produced in compliance with all applicable requirements of Sections 6, 7, and 12 of the Fair Labor Standards Act, as amended, and of regulations and orders of the United States Department of Labor issued under Section 14 thereof.
- 13. Verbal communication before or while Bid is open shall have no force or affect whatsoever toward this bid as written, or the entire agreement. All parties represent that no promises, representations, or inducements have been made with respect to the subject matter of the bid nor a contract, except as specifically set forth herein. The bid or final contract, agreement, or order, can only be changed, altered, modified or amended by written agreement from both parties.



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PROPOSAL FORM

In compliance with the University of North Alabama INVITATION FOR BIDS and INSTRUCTIONS TO BIDDERS, the undersigned hereby proposes to furnish and supply items to the University of North Alabama, Florence, Alabama, in strict accordance with the SCHEDULE and SPECIFICATIONS.

The undersigned bidder/proposer hereby certifies that it, its officers, partners, owners, providers, representatives, employees, and parties in interest, including the affiant, has not in any way colluded, conspired, connived or agreed, directly or indirectly, with any other bidder/proposer, potential bidder/proposer, firm or person, in connection with this solicitation, to submit a collusive or sham bid/proposal, to refrain from bidding/proposing, to manipulate or ascertain the price(s) of other bidders/proposers or potential bidders/proposers, or to secure through any unlawful act an advantage over other bidders/proposers or the university.

The prices submitted herein have been arrived at in an entirely independent and lawful manner by the bidder/proposer without consultation with other bidders/proposers or potential bidders/proposers or foreknowledge of the prices to be submitted in response to this solicitation by other bidders/proposers or potential bidders/proposers on the part of the bidder/proposer, its officers, partners, owners, providers, representatives, employees, or parties in interest, including the affiant.

DATED:		
COMPANY NA	ME:	
BY:		
	(Signature)	
	(Typed or Printed Name)	
	(Title)	
BUSINESS ADI	DRESS:	
TELEPHONE:_		
Email Address:		
	This address will be used to publish the bid tabulation & any other communication regarding bid	results

If Bidder is a Corporation, write the State of Incorporation, and if a Partnership, give full name of partners, using space below.



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UNIVERSITY OF NORTH ALABAMA

VENDOR CERTIFICATION
PURSUANT TO ACT NO 2006-557, ACT NO 2012-491 & ACT2014-044

ALABAMA LAW (SECTION 41-4-116, CODE OF ALABAMA 1975) PROVIDES THAT EVERY BID SUBMITTED AND CONTRACT EXECUTED SHALL CONTAIN A CERTIFICATION THAT THE VENDOR, CONTRACTOR, AND ALL OF ITS AFFILIATES THAT MAKE SALES FOR DELIVER INTO ALABAMA OR LEASES FOR USE IN ALABAMA ARE REGISTERED, COLLECTING AND REMITTING ALABAMA STATE AND LOCAL SALES, USE, AND/OR LEASE TAX ON ALL TAXABLE SALES AND LEASES IN ALABAMA. BY SUBMITTING THIS BID, THE BIDDER IS HEREBY CERTIFYING THEIR COMPLIANCE WITH ACT NO 2006-557. THEY ARE NOT BARRED FROM BIDDING OR ENTERING INTO A CONTRACT PURSUANT TO 41-4-116, AND ACKNOWLEDGES THAT THE AWARDING AUTHORITY MAY DECLARE THE CONTRACT VOID IF THE CERTIFICATION IS FALSE.

ALABAMA LAW (SECTION 31-13-9, CODE OF ALABAMA 1975: By signing a contract resulting from this proposal, the contracting parties affirm, for the duration of the agreement, that they will not violate federal immigration law or knowingly employ, hire for employment, or continue to employ an unauthorized alien within the state of Alabama. Furthermore, a contracting party found to be in violation of this provision shall be deemed in breach of the agreement and shall be responsible for all damages resulting therefrom.

ALABAMA LAW SECTION 16-25-26C, CODE OF ALABAMA 1975; Legislation requiring the University of North Alabama to report to Retirement Systems of Alabama individuals paid for personal services who are currently receiving benefits from TRSA or ESA became effective October 1, 2013. No minimum level of compensation was defined. Any individual receiving direct or indirect compensation from this contract who is a retiree receiving benefits from the State of Alabama Retirement System MUST NOTIFY UNA of this status along with Bid/RFP Submission.

Bidder hereby certifies full compliance with Act No. 2006-557; Act No. 2012-491 & Act No. 2014-044:

Date: ______

Company: _____

Authorizing Signature: _____

Printed Name: _____

Title: _____

State of _____ County of ______



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CERTIFICATE OF COMPLIANCE WITH THE BEASON-HAMMON ALABAMA TAXPAYER AND CITIZEN PROTECTION ACT (ACT 2011-535, as amended by Act 2012-491)

DA	TE: RE: Contract/Grant/ Incentive (describe by number or subject): BID/RFP
	by and between
	(Contractor/Grantee) and
	(State Agency, Department or Public Entity)
The	undersigned hereby certifies to the State of Alabama as follows:
1.	The undersigned holds the position of with the Contractor/Grantee named above, and is authorized to provide representations set out in this Certificate as the official and binding act of that entity, and has knowledge of the provisions of THE BEASON-HAMMON ALABAMA TAXPAYER AND CITIZEN PROTECTION ACT (ACT 201 1-535 of the Alabama Legislature, as amended by Act 2012-491) which is described herein as "the Act".
2.	Using the following definitions from Section 3 of the Act, select and initial either (a) or (b), below, to describe the Contractor/Grantee's business structure. BUSINESS ENTITY. Any person or group of persons employing one or more persons performing or engaging in any activity, enterprise, profession, or occupation for gain, benefit, advantage, or livelihood, whether for profit or not for profit. "Business entity" shall include, but not be limited to the following: a) Self-employed individuals, business entities filing articles of incorporation, partnerships, limited partnerships, limited liability
	companies, foreign corporations, foreign limited partnerships, foreign limited liability companies authorized to transact business in this state, business trusts, and any business entity that registers with the Secretary of State. b) Any business entity that possesses a business license, permit, certificate, approval, registration, charter, or similar form of authorization issued by the state, any business entity that is exempt by law from obtaining such a business license, and any business entity that is operating unlawfully without a business license.
	PLOYER.: Any person, firm, corporation, partnership, joint stock association, agent, manager, representative, foreman, or other person having
	rol or custody of any employment, place of employment, or of any employee, including any person or entity employing any person for hire in the State of Alabama, including a public employer.
	s term shall not include the occupant of a household contracting with another person to perform casual domestic labor within the household.
	_(a) The Contractor/Grantee is a business entity or employer as those terms are defined in Section 3 of the Act.
	(b) The Contractor/Grantee is not a business entity or employer as those terms are defined in Section 3 of the Act.
	As of the date of this Certificate, Contractor/Grantee does not knowingly employ an unauthorized alien within the State of Alabama and hereafter it will not knowingly employ, hire for employment, or continue to employ an unauthorized alien within the State of Alabama; Contractor/Grantee is enrolled in E-Verify unless it is not eligible to enroll because of the rules of that program or other factors beyond its control.
Cer	ified this day of
	Name of Contractor/Grantee/Recipient
	By:
	Its:
The	above Certification was signed in my presence by the person whose name appears above, on this day of
WIT	TNESS: Printed name of Witness:



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State of Alabama

Disclosure Statement

	(Required by Act 2001-955)
ENTITY COMPLETING FORM	Agreement Number
ADDRESS	
CITY, STATE, ZIP	TELEPHONE NUMBER
STATE AGENCY/DEPARTMENT THAT	VILL RECEIVE GOODS, SERVICES, OR IS RESPONSIBLE FOR GRANT AWARD
ADDRESS	
CITY, STATE, ZIP	TELEPHONE NUMBER ()
This form is provided with: Contract Proposal	Request for Proposal Invitation to Bid Grant Proposal
Agency/Department in the current or last fise	rtment that received the goods or services, the type(s) of good or services previously provided, and the
State Agency/Department in the curre	isions, or any related business units previously applied and received any grants from any nt or last fiscal year? nent that awarded the grant, the date such grant was awarded, and the amount of the grant.
family, or any of your employees have	s(es) of all public officials/public employees with whom you, members of your immediate a family relationship and who may directly personally benefit financially from the proposed ent/Agency for which the public officials/public employees work. (Attach additional sheets in
your immediate family, or any of your e	s) of all family members of public officials/public employees with whom you, members of imployees have a family relationship and who may directly personally benefit financially from ablic officials/public employees and State Department/Agency for which the public

____ initial I have read and understand the contents of this page



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officials/p	public employe	es work. ((Attach additional sheets if necessary.)	
Te :1		1 1		
the publi	c officials, pub	lic emplo		detail below the direct financial benefit to be gained by he result of the contract, proposal, request for proposal, ary.)
members	of the public	official o	irect financial benefits to be gained by a public employee as the result of the cottonal sheets if necessary.)	any public official, public employee, and/or family entract, proposal, request for proposal, invitation to bid,
	w the name(s) a invitation to bi			sts utilized to obtain the contract, proposal, request for
best of m	y knowledge. 1	further u		ents on or attached to this form are true and correct to the nt (10%) of the amount of the transaction, not to exceed rmation.
Signatur	re		Date	
Notary's	s Signature		Date	Date Notary Expires

Act 2001-995 requires the disclosure statement to be completed and filed with all proposals, bids, contracts, or grant proposals to the State of Alabama in excess of \$5,000.



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This form must be completed and returned before any contract(s) will be issued by the University of North Alabama

REQUIREMENTS/ SPECIFICATIONS

The University of North Alabama is seeking bids for the supply of Athletic Trainer Supplies during the period between October 1, 2014 and September 30, 2015. Purchases will be made on an as needed basis to satisfy the demand for such products during this period of time. Quoted Prices must remain firm over the term of the bid.

Bids will be accepted only for those products that meet all specifications and quality expectations as outlined. UNA reserves the right to determine the most suitable quality option to meet the demand of UNA Athletics.

The specified quantities are estimates and UNA reserves the right to purchase more or less than the specified quantity, depending upon available funding.

UNIT

QUOTE

No.	QTY	UNIT	DESCRIPTION	PRICE	EXT PRICE	NOTES / P/N
1	275	cases	Powerflex 2" x 6yd Purple 24 rolls/case *Must be 2013 tape, will not accept anything else.			
2	150	cases	Powertape 1.5" x 15yds White 32 rolls/case *Must be 2013 tape, will not accept anything else			
3	10	cases	White Athletic Tape 1 1/2 " x yd 32 rolls/case * Must be 2013 tape will not accept anything else			
4	10	cases	2013 J&J Elastikon Elastic Tape, 3" x 5yds., 16 rolls/case *Must be 2013 tape, will not accept anything else.			
5	10	cases	2013 J&J Elastikon Elatic Tape, 2" x 5 yds, 24 rolls/case *Must be 2013 tape, will not accept anything else.			
6	5	cases	Pro-Trainer Elastic Tape 2" x 7.5 yd - 24 rolls /case*			
7	6	cases	Pre-taping Underwrap, Purple, 3" x 30 yd/roll, 48 rolls/case			
8	5	cases	Medi-Rip 2" x 5yd - 12 rolls/case Tan			
9	1	packs	Mueller Pro Strips - 4"x8" Elbow Strips 24/box			

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No.	ОТУ	UNIT	DESCRIPTION	UNIT PRICE	EXT PRICE	NOTES / P/N
10	6	boxes	Deluxe Rubber Reinforced Elastic Bandage, Double Length, 6" x 11 yds., 6 rolls/box	7.1002		110122,711.
11	5	boxes	Rubber Elastic Bandages 4" x 5 yd Elastic Bandage, 10 rolls/box, rubber reinforced			
12	5	boxes	Pro-Trainer 140 Tape 1" x 15 yd 48 rolls/box			
13	10	boxes	Elastikon Elastic Tape 4" x 5" yrd 6 rolls per box			
14	2	case	Zonas Porous Tape 1/2" x 10 yrd 12 boxes/case			
15	20	boxes	Cramer Flexi-Wrap Roll / 6			
16	2	jars	2nd Skin Barrier, 1" squares, 200/jar			
17	10	cans	QDA Taping Base, Colorless, 8 ounce spray			
18	10	cans	De-Hesive Tape Remover Spray			
19	3	boxes	Tegaderm - 2 3/8" x 2 3/4" 100/box			
20	2	case	4" x 4" 12 ply Sterile Gauze, 100/box, 12 boxes/case			
21	10	boxes	Tuli's Heel cups, 2/box, 4-regular and 4-large			
22	10	each	Heavy Duty Bandage Shears 9"			
23	1	each	Economy steam hydrocollator packs, standard, 10" x 12"			
24	5	each	Sam Splint, 4 14" x 36"			
25	4	bags	1/4" Foam Oval Pad - Pre Cut Hole / 100 bag			
26	40	each	Zip-Cut Tape Cutter			
27	2	rolls	Moleskin, 2" x 25yds rolls			
28	8	rolls	Cramer Heavy Duty Ice Bags 9 3/4" X 18" 1500/roll			



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No.	QTY	UNIT	DESCRIPTION	UNIT PRICE	EXT PRICE	NOTES / P/N
			Closed Patella Knee Sleeves,			
29	1	each	5-small, 10-Medium, 10-large			
30	1	each	Open Patella Knee sleeves, 5-small, 10-medium, 10-large			
31	25	boxes	Mueller Blister Pads box of 25 - 2 3/4" x 1 3/4"			
32	2	boxes	Adaptic Non-Adherent Dressing 50 per/box			
			Generic Ibuprofen, 200mg, 500 tablets/box in packages of 2's with expiration date of			
33	35	boxes	2014 or later			
			Mediques Sepasoothe 250/2's expiration date of 2014 or			
34	3	boxes	later			
			Guiacon DMS 50 Dose units of 10 ml with expiration date			
35	2	boxes	of 2014 or later			
			Medique Diphen 200/1's			
36	3	boxes	expiration date of 2014 or later			
- 50		CONCS	Medi-Lyte Heat Relief			
			Tablets, sodium freee, sugar-			
			free, and lactose free:100/box			
			in packages of 2, with expiration date of 2014 or			
37	12	boxes	later			
			Medique Diamode 100/1's			
			box expiration date of 2014 or			
38	4	boxes	later			
			Medique Diotame 250/2's expiration date of 2014 or			
39	4	boxes	later			
		0.01000	Medique Alamag Plus 200			
			(100/2's) per box, with			
40	2		expiration date of 2014 or			
40	2	boxes	later			
41	2	bottles	Vicks Chloraseptic Spray 6 oz			
		231103	Medique APAP Regular Non-			
			Aspirin Pain Reliever 500			
	4.0		(250/2's) Expiration date 2014			
42	10	boxes	or later			



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No.	QTY	UNIT	DESCRIPTION	UNIT PRICE	EXT PRICE	NOTES / P/N
43	3	boxes	MEDI-FIRST Cramp Tabs 500 (250/2's) Expiration date 2014 or later			
44	8	boxes	Medique Decorel Forte Plus 500 (250/2's) Expiration date 2014 or later			
45	10	boxes	Heel and Lace Pads 2000 per roll			
46	5	boxes	Triple Antibiotic Ointment USP Foil Packs, 144/box with expiration date of 2014 or later			
47	3	bottles	Basch and Lomb Fresh eyes Eye wash			
48	5	bottles	Saline solution			
49	1	each	Dental kit			
50	5	each	Johnson's Baby Powder 15oz. Bottle			
51	4	each	Flexall 7 lb. with pump			
52	3	each	Cramer Sports Rub 1 lb. dispenser			
53	10	bottles	Hydrogen Peroxide			
54	10	bottles	Alcohol			
55	6	boxes	Ambra Le Roy Valuelastic Elastic Bandage 6"x 5yd 10rolls/box			
56	7	boxes	Ambra Le Roy Valuelastic Elastic Bandage 6"x 10yd 10rolls/box			
57	5	boxes	Ambra Le Roy Valuelastic Elastic Bandage 3"x 5yd 10rolls/box			
58	5	boxes	Ambra Le Roy Valuelastic Elastic Bandage 4"x 5yd 10rolls/box			
59	6	each	Deluxe Arm Sling with Pad 3 Medium, 3 Large			



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No.	ОТУ	UNIT	DESCRIPTION	UNIT PRICE	EXT PRICE	NOTES / P/N
60	7	boxes	Hartman Flex-Band Latex Free fabric Adhesive bandage knuckle 1.5'x3" 100 per box			
61	12	boxes	Hartman Flex-Band Latex Free fabric Adhesive bandage 4 wing 3"x3" 50 per box			
62	15	boxes	Hartman Flex-Band Latex Free fabric Adhesive bandage Strips 1"x3" 100 per box			
63	8	boxes	Hartman Flex-Band Latex Free fabric Adhesive bandage Patches 2" x 3" 50 per box			
64	2	boxes	Secure Strip Adhesive Skin Closures 1/8"x3" 250 per box			
65	4	tubes	Zinc Oxide 1 oz tubes			
66	5	quarts	Betadine Solution			
67	2	boxes	Opti Free Disinfecting solution 10 ounzes.			
68	20	boxes	Nitrile Exam Gloves Powder Free Black Large			
69	20	boxes	Nitrile Exam Gloves Powder Free Black Medium			
70	4	boxes	Dukal Alcohol Prep Pads 200/box Sterile			
71	2	boxes	Benzoin Tincture .6ml swabpoules 100/box			
72	10	each	Neoprene Thigh Sleeve S, M, L, XL			
73	8	each	Mueller Jumpers Knee Strap Black			
74	3	each	Red Hot 5lb jar.			
75	2	each	Digital Thermometer			
76	10	each	Gelocast Unna's Boot 3"x10yd			
77	1	each	Game Ready Ankle Replacement Sleeve Large			

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No.	QTY	UNIT	DESCRIPTION	UNIT PRICE	EXT PRICE	NOTES / P/N
NO.	QII	UNII	Game Ready Straight Knee	PRICE	EATPRICE	NOTES / P/N
78	1	each	Replacement Sleeve			
			Game Ready Shoulder Large			
79	1	each	Right Replacement Sleeve			
80	1	each	Versa Loops Medium Red			
81	1	each	Versa Loops Heavy Blue			
82	1	each	Versa Loops Extra Heavy Black			
83	20	each	WoundSeal Powder QR Wound Seal + Applicator			
84	10	each	Cryocaps Digit Covers One Size Fits All			
85	10	each	Millenial In-Motion Pro Crutches			
86	1	each	Portable Treatment Table			
87	2	each	Portable Taping Table			
88	1	each	Assortment 9 Pack Nylatex Wraps			
00	1	eacii	Gallon Massage Lotion with			
89	1	each	pump			
90	1	each	25 lb drum Skin Lube			
91	15	each	Clorox Anywhere Hard Surface Spray			
92	2	boxes	Puritan Cotton Tipped Applicators Sterile 200/bx (2/100's)			
93	1	each	Speciality Kit Finger Splints			
94	1	each	Vectra Genisys Therapy System (No EMG)			
0.5	2	1	Caine Delief Aven 1 : 10/1			
95	3	boxes	Sting Relief Ampules 10/box Thera-Band Standard Exercise			
96	1	each	Balls Green			
97	1	each	Glide Point Massage Tool			



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				UNIT		
No.	QTY	UNIT	DESCRIPTION	PRICE	EXT PRICE	NOTES / P/N
98	1	each	Thera-Band Foot Roller			
99	2	each	Tape Measure			
100	2	each	Adjustable Incline Board			
101	5	each	Thera Band Stretch Strap			
102	1	each	Portable Hydration Station			
103	20	boxes	Cramer Wrap 'N' Go - Black			

Note: As an FOB UNA BID, All unit prices should include freight

FOB UNIVERSITY OF NORTH ALABAMA, FLORENCE, AL 35632-0001

For any questions regarding use or needed performance of this equipment Contact Josh Penny (256)765-4563; email jdpenny@una.edu

For questions regarding bid submission

Contact the Office of Procurement, Cindy Conlon (256)765-4293; email chconlon@una.edu