

Purchasing Guide for Medical Equipment & Supplies

BID 18-056MG

Contract Term: 5/22/2018 – 5/21/2024

QUOTE AND PO INSTRUCTIONS

A quote must be received from the vendor prior to entering the requisition, to ensure APS receives the contracted pricing.

Information for Vendor, when requesting a quote:

When requesting a quote, provide the following information to the vendor:

1. Vendor's Contract Reference Number, *required to get contract pricing*
2. Albuquerque Public Schools Contract: Bid 18-056MG Medical Equipment & Supplies
3. Vendor's APS Price Agreement (PA) number (see vendor list below)
4. APS Site's **"Ship To"** address (*your location*)
5. List of items to be quoted
6. Your APS contact information, in case the vendor has a question regarding your request
7. Instruct the vendor to send you the quote via email in PDF format

Header Comments (copy and paste into requisition):

You need to enter the following information on the requisition in the "Comments to Print on Purchase Orders" section of the Header. You may copy and paste this onto the requisition. Enter the applicable requisition number, PA number, quote number, quote date, and vendor contact name, phone and/or email information.

RQ
 PA
 BID 18-056MG
 Medical Equipment & Supplies
 Term: 5/22/2018 – 5/21/2024
 Board Approved 5/21/2018
 Quote:
 Quote Date:
 Quote Prepared by:
 Phone:
 Email:

Awarded Vendor	Vendor #	PA #	Contract Reference #	Vendor Contact for Quotes
Alert Services	29695	15088	Medical 18-056MG	Toni Van De Putte 915-276-2103 toniv@alertservices.com
BSN Sports	10427	15089	% Off Bid 18-53110	Craig Mostaffa 800-527-7510 or 210-994-5367 bsnbid@bsnsports.com

Awarded Vendor	Vendor #	PA #	Contract Reference #	Vendor Contact for Quotes
Centennial Sales	16751	15090	Bid 18-056MG	Paul DiNapoli 877-350-2500 or 303-789-3655 sales@centennialsales.com
HeartSafe America	45737	15091	Bid 18-056MG	Mandi Nickerson 972-248-9477 mnickerson@heartsafeusa.com
Henry Schein	20122	15092	Bid 18-056MG	Kenny Beehler 800-772-4346 (Option 2) then (Option 1) 224-2658 Kenny.Beehler@henryschein.com
NOTE: With Henry Schein, every APS 'Ship To' address has its own sub-account number. Ask for your location's sub-account number when getting your quote. Reference it in the Header comments (see page 1). <i>Also Include the following in the "Comments to Print on Purchase Orders" section:</i> APS General Account # 857058 APS Location Sub-Account #				
Maxi Aids Inc.	26344	15093	Bid 18-056MG	Angela Giglio 800-522-6294 sales@maxiaids.com
Medco Supply Co.	11607	15094	EST601456	Matthew Smith 716-807-3014 matthew.smith@medcosupply.com
Medical eShop Inc.	40273	15095	Bid 18-056MG	Bob Smith 866-563-6812 cs@medicaleshop.com
Medline Industries	45746	15096	Account	Max Pescovitz 224-931-1490 mmpescovitz@medline.com
Nasco Education	19037	15097	Nasco Bid 38790	Jim Felt 800-558-9595 Ext 112 quotes@enasco.com
Pocket Nurse	13787	15098	Bid 18-056MG	Justin Pratt 800-225-1600 jpratt@pocketnurse.com

<u>Awarded Vendor</u>	<u>Vendor #</u>	<u>PA #</u>	<u>Contract Reference #</u>	<u>Vendor Contact for Quotes</u>
School Health Corp.	12314	15099	Quote 3431843	Eric Hoysack 866-323-5465 bids@schoolhealth.com
School Nurse Supply	12318	15100	Bid 18-056MG	Jeff Giesel 800-485-2737 jgiesel@schoolnursesupply.com
School Specialty	12321	15101	Bid 7787289200	Patsy Stephens 505-639-9668 patsy.stephens@schoolspecialty.com