

Metabolic Nutritional Items for LDH

Attachment B – Scope of Work

RFx #3000022840

The purpose of this solicitation is to establish an Agency Term Contract to supply Metabolic Nutritional products (vitamins/medical foods) for the Louisiana Department of Health (LDH). If a metabolic product is discontinued or updated within the contract period, the successful vendor must supply any replacement/updated product at the same cost as those originally awarded from this solicitation. The State of Louisiana reserves the right to review the specifications and effectiveness of any comparable metabolic product being submitted as either upgraded or replacement products, prior to the substitution being made on the contract. The specifications and effectiveness records shall be furnished by the vendor upon the State's request. Metabolic products must conform to the intended use, and Food and Drug Administration (FDA) standards in regards to effectiveness, sensitivity, and safety provided with each metabolic product.

Metabolic products are to be called for as-needed throughout the contract period, and delivered within one week after order placement by LDH. Deliveries will be made directly to the patients' homes statewide, and each purchase order will include the designated address for delivery. Delivery timelines will be based on the date the orders are placed or requests for replacements are made to the Contractor. All items must be shipped and delivered in accordance with standards for maintaining product integrity (under appropriate temperature and environmental conditions, as specified by the manufacturer and FDA standards).

Metabolic products that have lost their integrity in transit to metabolic patients' residences, in which the State or Agency is not at fault, shall be replaced by the Contractor, and with any associated replacement costs (such as shipping and associated fees) covered by the Contractor. Replacements must be made within three business days of notice to the Contractor.

All costs associated with deliveries and replacements must be included in the price bid for metabolic products. No additional shipping or delivery charges may be added to any invoice. All invoices should contain a tracking number.

If the contract is terminated for any reason, the Contractor must agree to continue to supply replacements for any deficient metabolic products that were delivered if they lost integrity during shipment.