



BID AWARD PANEL CONTRACT AWARD

Award of Ariba Document Number 3682809014 to Allied Medical Instruments Inc. for the Non-Exclusive Supply and Delivery of Blood Glucose Test Strips and Glucometers for Purchasing and Materials Management (Stores)

Date: January 5, 2023
To: Bid Award Panel
From: Acting Chief Procurement Officer
Wards: All

RECOMMENDATIONS

The Acting Chief Procurement Officer recommends that the Bid Award Panel grant authority to award the following contracts:

Solicitation Number:

Request for Quotation, Ariba Document Number 3682809014

Description:

For the non-exclusive supply and delivery of Blood Glucose Test Strips and Glucometers to various Purchasing and Materials Management (Stores) locations from the date of award to November 30, 2023, with the option to renew the Contract for four (4) additional one (1) year periods at the sole discretion of the City and subject to budget approval(s).

Prior to the renewal of the contract, Purchasing and Material Management Division will perform a market analysis to verify the current market conditions as compared to the proposed increase by the Supplier. Purchasing and Ma Division will monitor Supplier performance during the first term of the contract.

Should the option year(s) be exercised, then the Manager of Materials Management and Stores will request the Chief Procurement Officer to process the renewals under the same terms and conditions.

Recommended Supplier:

Allied Medical Instruments Inc.

Contract Award Value:

\$211,875 net of all applicable taxes and charges
\$239,419 including HST and all applicable charges

\$215,604 net of HST recoveries

Contract is expected to start on date of award and end on November 30, 2023

Option Year 1 (December 1, 2023 to November 30, 2024)

\$218,231 net of all applicable taxes and charges (including 25% for miscellaneous items)

\$246,601 including HST and all applicable charges

\$222,072 net of HST recoveries

Option Year 2 (December 1, 2024 to November 30, 2025)

\$224,778 net of all applicable taxes and charges (including 25% for miscellaneous items)

\$253,999 including HST and all applicable charges

\$228,734 net of HST recoveries

Option Year 3 (December 1, 2025 to November 30, 2026)

\$231,522 net of all applicable taxes and charges (including 25% for miscellaneous items)

\$261,619 including HST and all applicable charges

\$235,596 net of HST recoveries

Option Year 4 (December 1, 2026 to November 30, 2027)

\$238,467 net of all applicable taxes and charges (including 25% for miscellaneous items)

\$269,468 including HST and all applicable charges

\$242,664 net of HST recoveries

The total potential contract award including all option years is \$ \$1,271,107 including HST and all applicable charges and \$1,124,873 net of all applicable taxes and charges.

The total potential cost to the City including all option years is \$1,144,671 net of HST recoveries

The above cost calculations reflect a 3% Consumer Price Index adjustment applied annually to each year's cost after the initial one (1) year period.

FINANCIAL IMPACT

The total potential contract award identified in this report including option years is \$1,124,873 net of all applicable taxes and charges. The total potential cost to the City including option years is \$1,144,671 net of HST recoveries.

The materials on this contract will be purchased for Purchasing and Materials Management Division - Stores inventory purposes. The material value will be held in inventory holding Balance Sheet accounts (160004, 160026, 160049, 160067, 160068, 160082, 160083, 160085, 160171) until City Divisions require the material to support their work programs at which time the material value is charged to the appropriate Divisions' approved operating budgets.

Funding has been included in the 2023 Tabled Operating Budget of the appropriate Divisions. Should the option years be exercised, appropriate additional funding, will be requested in their 2024-2027 Operating Budget Submissions. The details are as follows:

Table 1: Financial Impact Summary of Recommended Contract

Period	Cost Centre 160004, 160026, 160049, 160067, 160068, 160082, 160083, 160085,160171	Total (net of HST Recoveries)
Date of Award to November 30, 2023	\$215,604	
Total: Contract Period	\$215,604	\$215,604
December 1, 2023 to December 31, 2023	\$18,506	
January 1, 2024 to November 30, 2024	\$203,566	
Total: Option Year 1	\$222,072	\$222,072
Total: 2023 Budget Year	\$234,110	
December 1, 2024 to December 31, 2024	\$19,061	
January 1, 2025 to November 30, 2025	\$209,673	
Total: Option Year 2	\$228,734	\$228,734
Total: 2024 Budget Year	\$222,627	
December 1, 2025 to December 31, 2025	\$19,633	
January 1, 2026 to November 30, 2026	\$215,964	
Total: Option Year 3	\$235,596	\$235,596
Total: 2025 Budget Year	\$229,306	
December 1, 2026 to December 31, 2026	\$20,222	
January 1, 2027 to November 30, 2027	\$222,442	
Total: Option Year 4	\$242,664	\$242,664
Total: 2026 Budget Year	\$236,185	
Total: 2027 Budget Year	\$222,442	
Grand Total	\$1,144,671	\$1,144,671

The Chief Financial Officer and Treasurer has reviewed this report and agrees with the financial impact information.

SOLICITATION SUMMARY

Solicitation Issued: October 14, 2022 **Solicitation Closed:** November 10, 2022
Number of Addenda Issued: Two (2)
Number of Bids: Seven (7)

Table 2: Summary of Bids Received including bid price

Supplier Name	Bid Price (excluding H.S.T.)
Allied Medical Instruments Inc.	\$169,500
Cardinal Health Canada Inc.	\$188,820
BTNX Inc.	\$235,040
The Demo Group Inc. o/a PureHealth Pharmacy	\$464,900
Ontario Medical Supply, a Division of Medical Pharmacies Group Ltd.	\$497,900
102073682 Saskatchewan Ltd. o/a Apollo Solutions	\$870,240
Druzzero Group Inc.	\$1,088,000

DIVISION CONTACTS

Clarman Yang, Acting Manager, Purchasing Client Services, Purchasing and Materials Management, 416-392-1302, Clarman.Yang@toronto.ca

Craig Mavin, Manager, Materials Management and Stores, Purchasing and Materials Management, 416-392-6764, Craig.Mavin@toronto.ca

COMMENTS

For the recommended contract awards, the following requirements have been met:

- a. The firm recommended for award is the lowest Supplier meeting specifications or to the highest scoring Supplier based on the evaluation criteria included in the Solicitation and meeting the requirements of the solicitation;
- b. the appropriate Division has reviewed submissions and found the price to be reasonable, within available budget and concurs with the recommendation;
- c. the total contract value is less than \$20 million dollars (excluding applicable taxes) and the contract term is:
 1. for a contract funded by the operating budget, 5 years or less including any option years; or
 2. for a contract funded by the capital budget, within the projected term of the capital funding for the project as set out in the capital budget,

being within the authority of the Bid Award Panel;

d. the Solicitation document was advertised on the City's internet website and bids or proposals were opened publicly on Ariba; and

e. the Fair Wage Office confirms the recommended firm understands the Fair Wage Policy and Labour Trades requirements and has agreed to comply fully.

Additional details and information for the above Solicitations are on the file in the Purchasing and Materials Management Division.

SIGNATURE

Sandra Lisi
Acting Chief Procurement Officer