



**RFB for the Purchase of  
MOBILE MEDICAL CABINETS & THREE PANEL SCREENS**

RFB-P-JUL272020-164

Bids are subject to the following Instructions and General Conditions and Specifications set forth herein and should be uploaded to vendorregistry.com no later than:

**JULY 27, 2020 at 9:00 AM CST**

**INSTRUCTIONS AND GENERAL CONDITIONS OF BIDS**

- This is a bid for a total of:
  - 23 Mobile Medical (Treatment/Procedure) Cabinets
  - 23 Three Panel Screen w/Castors
- Recommended For Bidding Purposes, Like Products Must Meet or Exceed Minimum Specifications
  - McGill Treatment Cart #60426
  - McGill Panel Screen #3131
- It is the discretion of the WSD to determine which Mobile Medical Cabinet and Screen will best suit their needs

**Minimum Specifications For Cart**

Mobile/4 Locking Castors  
46" High (Minimum)  
30" Width (Minimum)  
24 ½" Deep (Minimum)  
6 Drawers (Minimum)  
All Drawers Must Lock (2 Keys Preferred)  
**Deliveries Must be Made by August 17, 2020**

**Minimum Specifications For Screen**

Three Panels  
Mobile/4 Castors  
69" High  
Panels – 27" Wide  
**Deliveries Must be Made by August 17, 2020**

- It is the intention of the Wentzville School District to provide an equal opportunity to all bidders who meet the bid specifications
- Purchase Order to be sent by July 28, 2020
- Missouri Delivery Zip Codes 63385, 63367, 63348, 63368, 63366
- One location will receive two (2) Medical Cabinets & two (2) Screens – All other locations will receive one (1) Medical Cabinet & one (1) screen
- No docks available at any location
- Color – Does not matter
- Unit Price will include shipping
- Use Bid Form Only when uploading to vendorregistry.com when responding to bid
- Send Bid Form & Spec Sheets in one PDF submission when uploading to vendorregistry.com by July 27, 2020 by 9:00 AM CST
- Include a W-9 if you are not a current vendor with the Wentzville School District
- Any deviations from listed enclosed specifications must be specified in bid response
- Do not include Federal Excise, Sales or Use Taxes in bid prices. Tax exemption certificate will be furnished upon request.
- Email questions to Vendor Registry by July 22, 2020 by 9:00 AM CST
- Wentzville School District reserves the right to purchase carts and screens from different vendors in order to everything by August 17, 2020.



**MOBILE MEDICAL CABINETS & MOBILE SCREENS  
BID FORM**

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Email to [carolharvey@wsdr4.org](mailto:carolharvey@wsdr4.org) by July 27, 2020, 9:00 AM CST

Authorized Signature		Date
Printed Name		Title
Company Name (For Purchase Order)		
Mailing Address		
City, State Zip		
Phone #:	E-Mail Address:	

MOBILE MEDICAL CART

Part Number: \_\_\_\_\_

Height: \_\_\_\_\_

Width: \_\_\_\_\_

Depth: \_\_\_\_\_

Unit Price (Includes Shipping/Delivery): \_\_\_\_\_ X 23 = \_\_\_\_\_

How many carts can you deliver by August 17, 2020?

How does your cart differ from recommended cart?

MOBILE THREE PANEL SCREEN

Part Number: \_\_\_\_\_

Height: \_\_\_\_\_

Unit Price (Includes Shipping/Delivery): \_\_\_\_\_ X 23 = \_\_\_\_\_

How many carts can you deliver by August 17, 2020?

How does your screen differ from recommended screen?