

**NOTICE OF MANDATORY SOURCE**

**EXAMINATION GLOVES**  
VIRGINIA INDUSTRIES FOR THE BLIND (VIB)

**Who Must Buy from VIB:** Unless exempted by DPS, all departments, institutions and agencies of the Commonwealth which are supported in whole or in part with state funds, **must** purchase the goods produced and services offered by the Virginia Industries for the Blind (VIB). Per the *Code of Virginia* §2.2-1117, any purchasing officer convicted of a violation of this section shall be guilty of a Class 1 misdemeanor. VIB products *may* also be purchased by any county, district of any county, city or town and by any nonprofit organization, including volunteer lifesaving or first aid crews, rescue squads, fire departments, sheltered workshops and community service organizations. If the commodity and/or services available from VIB cannot be used by a non-exempt agency, a request to purchase other goods or services of the same or similar nature shall be submitted to VIB for approval. The VIB Request for Waiver Form which is found within this document shall be used to submit all waiver requests. A complete and factual written justification is necessary to support the request. (*Refer to Chapter 2.1c of the APSPM for additional guidance*)

**Additional Information:** This document is provided as a Product Line Card for the examination gloves distributed by VIB. DPS has assigned it a contract number for administrative purposes; however, this is a Mandatory Source with no expiration date. This Mandatory Source shall take precedence over any other mandatory or optional use contract or Employment Services Organizations (ESO). Agencies may obtain further product information by visiting VIB’s website at <http://www.vibonline.org/manufactured-products.htm> or by accessing VIB’s Punch-out Catalog in eVA.

- 1. CONTRACT NUMBER ..... VIB-72872
- 2. COMMODITY NAME .....Gloves, Examination, Latex, Non-Sterile Powdered & Non-Powdered, EMS Gloves for Chemotherapy Drugs & Vinyl & Nitrile
- 3. NIGP COMMODITY CODE NUMBER .....47541
- 4. PRICING EFFECTIVE:.....January 1, 2013 through December 31, 2013
- 5. VIB eVA Vendor ID#..... C21574
- 6. VIB Contact Information.....**Virginia Industries for the Blind**  
1102 Monticello Road  
Charlottesville, VA 22902  
(804) 786-2056 Richmond Phone / (434) 977-0122 Charlottesville FAX  
FISCAL Inquiries-(434) 295-5168 ext. 30132 (Charlottesville)  
ORDER Inquiries-(855) 842-7867
- 7. DPS Contract Officer:.....Cindy Wilson, MBA, CPPO, CPPB, VCO  
Phone: (804) 786-3853  
Email: Cindy.Wilson@dgs.virginia.gov

*Note: This public body does not discriminate against faith-based organizations in accordance with the Code of Virginia, § 2.2-4343.1 or against a bidder or offeror because of race, religion, color, sex, national origin, age, disability, or any other basis prohibited by state law relating to discrimination in employment.*

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**ORDERING  
INSTRUCTIONS**

1. Purchase orders will be submitted to the Contractor via the Commonwealth of Virginia's electronic procurement system, also known as eVA. The orders will be governed by this agreement and the terms and conditions contained in the separate agreement for participation in eVA executed by the contractor. If this contract is authorized for use by localities, Virginia cities, counties, town and political subdivisions may use this contract only if the orders are placed through eVA.

Written Purchase Orders Required by the Contractor. **When required by the contractor**, state agencies and public bodies will supply written purchase order forms for orders under \$5,000.

Verbal/Facsimile Orders. When a written purchase order is not required by the contractor, state agencies have the authority to place verbal and/or facsimile orders for requirements valued at less than \$5,000.

2. If this contract is authorized for use by localities; Virginia cities, counties, towns and political subdivisions may use their own form to order items listed in this contract.
3. The applicable contract number, eVA vendor ID, and item number (for itemized contracts) must be shown on each purchase order and copy, each facsimile transmission or given verbally when telephonic orders are placed.
4. Inspection on delivery and approval of vendor's invoice is the responsibility of receiving state agency, Virginia City, county, town or political subdivision.
5. Any complaint as to quality, faulty, delinquent delivery or violation of contract provisions by contractor shall be reported to both the contractor and the Division of Purchases and Supply Contract Compliance Officer, by completing a "Complaint to State Vendor" form. The form, (DGS-41-024), revised 6-2008, facilitates notification to both the contractor and the Compliance Officer. The form must be completed and sent to both the contractor and the Contract Compliance Officer at the Division of Purchases and Supply. The forms are available on the eVA website, [www.eVA.virginia.gov](http://www.eVA.virginia.gov) Click on the "Buyer" tab, form is listed in the middle of the page, last square bullet point.
6. Price Adjustments. This contract also contains a PRICE ESCALATION provision. During the current term of the contract, price escalation may be allowed every 180 days, if justified to the satisfaction of the contract Contract Officer. The contract officer makes the decision to allow or deny a request for increase based upon the documentation submitted by the contractor. The contractor is required to pass on any price reductions immediately. **IMPORTANT!** All price increases must be approved by the contract officer. Contract users will be sent a Notice of Contract Change from this office as official notification of such changes, if approved.
7. Delivery Services: Delivery of all requested contract items shall be made within 10 calendar days after receipt of purchase order. Contractor shall carry an adequate stock to insure such delivery service for the duration of the contract.
8. Minimum Order: 1 Box. 10 boxes (1 Case), avoids shipping charges. Boxes of different gloves can be mixed to make a case.
9. Authorized Users: State Agencies and Other Public Bodies.

**ITEM DESCRIPTIONS**

**GLOVES. POWDERED. EXAMINATION. LATEX. NON-STERILE**

Sizes: Small, Medium, Large, Extra Large  
100 ambidextrous gloves per box 10 boxes per case

**GLOVES. POWDER FREE. EXAMINATION. LATEX. NON-STERILE**

Sizes: Small, Medium, Large, Extra Large  
100 ambidextrous gloves per box 10 boxes per case

**GLOVES. POWDER FREE. EXAMINATION. VINYL. NON-STERILE**

Sizes: Small, Medium, Large, Extra Large, Extra-Extra-Large  
100 ambidextrous gloves per box 10 boxes per case

**GLOVES. POWDER FREE. EXAMINATION. NITRILE. NON-STERILE**

Sizes: Small, Medium, Large, Extra Large  
100 ambidextrous gloves per box 10 boxes per case

**GLOVES. POWDER FREE. EMS (High Risk). NITRILE. NON-STERILE**

Sizes: Large, Extra Large  
50 ambidextrous gloves per box 10 boxes per case

**VENDOR ORDER ADDRESS LIST**

<u>VENDOR REF NO.</u>	eVA Vendor ID	<u>VENDOR NAME/ADDRESS/CONTACT PERSON</u>	<u>TELEPHONE</u>
001	C21574	VIRGINIA INDUSTRIES FOR THE BLIND 1102 MONTICELLO ROAD CHARLOTTESVILLE, VIRGINIA 22902 FAX #: (434) 977-0122  Order Inquiry 1-(855) 842-7867 Fiscal Info. 1-(434) 295-5168 x23005	(804) 786-2056 Richmond

VENDOR  
REF NO.      ITEM  
                  NUMBER

**LOT # 001**

GLOVES, POWDERED, EXAMINATION, LATEX,  
NON-STERILE, BULK

001      00010      SIZES: SMALL #5572, MEDIUM #5573, LARGE #5574  
AND X-LARGE #5579 - 100/BOX, 10 BOXES/CASE

1-459 BOXES      \$ 5.45/BOX  
460 + BOXES      \$ 5.25/BOX

**LOT # 002**

001      00020      GLOVES, POWDER FREE, EXAM, LATEX, TEXTURED,  
NON-STERILE, 100/BOX, 10/BOXES/CASE

SIZES: SMALL #5520, MEDIUM #5521, LARGE #5522, AND  
EXTRA LARGE # 5523

1-459 BOXES      \$ 6.75/BOX  
460 + BOXES      \$ 6.55/BOX

VENDOR  
REF NO.            ITEM  
                          NUMBER

**LOT # 003**

001            00030            GLOVES, POWDER FREE, EXAM, VINYL,  
NON-STERILE, AMBIDEXTROUS, 100/BOX.

SIZES: SMALL #5540, MEDIUM #5541, LARGE #5542,  
EXTRA-LARGE #5543, AND EXTRA-EXTRA- LARGE#5544

1-459 BOXES            \$ 4.60/BOX  
460 + BOXES            \$ 4.40/BOX

**LOT # 004**

001            00040            GLOVES, POWDER FREE, EXAM, NITRILE,  
NON-STERILE, 100/BOX, 10/CASE.

TESTED FOR USE WITH CHEMOTHERAPY DRUGS

SIZES: SMALL #5510, MEDIUM #5511, LARGE #5512  
AND EXTRA LARGE #5513

1-459 BOXES            \$ 6.20/BOX  
460 + BOXES            \$ 6.00/BOX

VENDOR ITEM  
REF NO NUMBER

**LOT # 005**

001 00050

GLOVES, EMS HIGH-RISK, NITRILE, NON-  
STERILE, POWDER FREE, 50/BOX,  
10/CASE.

SIZES: LARGE #5494, EXTRA LARGE #5496

1-459 BOXES	\$ 11.85/BOX
460 + BOXES	\$ 11.65/BOX

NOTE: DIFFERENT SIZES OF ANY  
GLOVE MAY BE COMBINED TO FILL  
ONE CASE OF 10 BOXES.

**Exam Glove Order Form**

Ship to:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Fax or mail orders to:

Virginia Industries for the Blind  
 1102 Monticello Rd. Charlottesville, VA 22902  
 Fax: (434) 977-0122 eVA Vendor ID: C21574

Purchase Order # \_\_\_\_\_

LATEX Non-Sterile Powdered Examination Gloves				
ITEM #	SIZE	QTY	UNIT PRICE	TOTAL \$
5572	Small			
5573	Medium			
5574	Large			
5579	X Large			

Quantity	Unit Price	Unit of Measure	10 boxes in a case
1 - 459 boxes	5.45	box	(54.50)
460 + boxes	5.25	box	(52.50)

100 Powdered Gloves per Box

LATEX Non-Sterile Powder Free Examination Gloves				
ITEM #	SIZE	QTY	UNIT PRICE	TOTAL \$
5520	Small			
5521	Medium			
5522	Large			
5523	X Large			

Quantity	Unit Price	Unit of Measure	10 boxes in a case
1 - 459 boxes	6.75	box	(67.50)
460 + boxes	6.55	box	(65.50)

100 Powder Free Gloves per Box

PLEASE NOTE:

Glove count in dispenser box measured by weight.

Lightly Powdered Latex Gloves use a specially processed corn starch as a lubricant for the user.

All other non-sterile latex, nitrile, vinyl and EMS examination gloves are powder free.

Individuals who have an adverse reaction to latex may choose to use a synthetic alternative. The Nitrile synthetic glove offers greater elasticity and is tighter fitting than the vinyl synthetic glove.

**Exam Glove Order Form**

<b>VINYL Non-Sterile Powder Free Examination Gloves</b>				
ITEM #	SIZE	QTY	UNIT PRICE	TOTAL \$
5540	Small			
5541	Medium			
5542	Large			
5543	X Large			
5544	XX LG			

Quantity	Unit Price	Unit of Measure	10 boxes in a <b>case</b>
<b>1 - 459 boxes</b>	4.60	box	(46.00)
<b>460 + boxes</b>	4.40	box	(44.00)

100 Powder **Free** Gloves per Box

<b>NITRILE Non-Sterile Powder Free Examination Gloves</b>				
ITEM #	SIZE	QTY	UNIT PRICE	TOTAL \$
5510	Small			
5511	Medium			
5512	Large			
5513	X Large			

Quantity	Unit Price	Unit of Measure	10 boxes in a <b>case</b>
<b>1 - 459 boxes</b>	6.20	box	(62.00)
<b>460 + boxes</b>	6.00	box	(60.00)

100 Powder **Free** Gloves per Box

<b>NITRILE Non-Sterile High Risk Examination</b>				
ITEM #	SIZE	QTY	UNIT PRICE	TOTAL \$
5494	Large			
5496	X Large			

Quantity	Unit Price	Unit of Measure	10 boxes in a <b>case</b>
<b>1- 459 boxes</b>	11.85	box	(118.50)
<b>460 + boxes</b>	11.65	box	(116.50)

50 Gloves per Box

No shipping charge for orders of 10 boxes or more  
 All orders for less than one (1) case, UPS charges will be added to invoice  
 Gloves of different types may be mixed for volume discounts or to make a case.

Questions and concerns may be directed to:  
 VIB Richmond 855-842-7867

Invoice questions should be directed to:  
 VIB Charlottesville (434) 295-5168 x 23005

**Bill to:**  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

This order is subject to the terms and conditions of State Contract VIB-72872 and future revisions

Authorized  
 Signature: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Date: \_\_\_\_\_

Agency Purchase Order  
 Number or Reference # \_\_\_\_\_

Total Order \$ \_\_\_\_\_

NOTE: This form does not supersede procurement procedures internal to your agency or eVA requirements.



**VIRGINIA INDUSTRIES FOR THE BLIND (VIB)**

An Enterprise Division of the Virginia Department for the Blind and Vision Impaired (DBVI)

**Request for Waiver Release Form**

Examination Gloves

Date: \_\_\_\_\_

Requestor's phone number: (\_\_\_\_) \_\_\_\_\_

Requestor's fax number: (\_\_\_\_) \_\_\_\_\_

Agency requesting release: \_\_\_\_\_

Address: \_\_\_\_\_

Person requesting release: \_\_\_\_\_ Title: \_\_\_\_\_

User's Department: \_\_\_\_\_

User's name (if different from requestor): \_\_\_\_\_ Title: \_\_\_\_\_

**Send To:**  
Virginia Industries for the Blind  
Attn: Waiver Reviewer  
**Fax: 804-786-4582** or  
Mail: 1535 High Street, Richmond, VA 23220

**ITEM(s):** Indicate the item(s) requested to be purchased from an alternate source.

<u>LINE</u>	<u>ITEM NO.</u>	<u>PRODUCT</u>	<u>BRAND-TYPE-MODEL-DESCRIPTION</u>	<u>QUANTITY</u>
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____

**JUSTIFICATION:** For each item listed above, indicate the specific functional requirements not met by VIB's product(s) with a clear explanation to substantiate your request. (NOTE: Personal preference is not considered a justification for waiver.)

Above corresponding Line #;

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

**Section to be completed by VIB**

Above corresponding;

Line # 1.	[ ] GRANTED	[ ] DENIED	DATE: ____/____/____
Line # 2.	[ ] GRANTED	[ ] DENIED	DATE: ____/____/____
Line # 3.	[ ] GRANTED	[ ] DENIED	DATE: ____/____/____

COMMENTS: \_\_\_\_\_

\_\_\_\_\_  
VIB AUTHORIZED SIGNATURE

\_\_\_\_\_  
DATE