



**STATE OF ALABAMA  
COUNTY OF SHELBY**

**SEALED BIDS - INMATE HYGIENE PRODUCTS**

Sealed bids for INMATE HYGIENE PRODUCTS will be received in the office of the Chief Financial Officer, Shelby County Administration Building, 200 West College Street-Room 125, Columbiana, Alabama 35051 until 2:30 P.M., October 29, 2024, at which time bids will be opened publicly and read. The County Commission reserves the right to reject any or all bids and to waive informalities in awarding this bid to the lowest responsive bidder. Bidders are to state that bids submitted are firm and that no claims for errors will be made after bids are opened and subsequent thereof. If you have any questions concerning bid specifications, please contact Teresa Smith at [tsmith@shelbyso.com](mailto:tsmith@shelbyso.com).

**GENERAL INFORMATION**

All bidders **must** use our form for submitting their bid. All bids must be sealed and marked in the lower left-hand corner "**BIDS – INMATE HYGIENE PRODUCTS**" with opening date and time. Late bids will not be opened. Bids will not include State Sales Tax or Federal Excise Tax.

Records showing successful bidder and prices quoted will be placed on file and may be examined upon request. If contract is awarded to someone other than lowest bidder, a note of explanation will appear in the bid file and Commission Minutes. Use of trade names and numbers shall be interpreted as establishing a standard of quality and shall not be construed as limiting competition.

**DISQUALIFICATION OF BIDS**

Bids may be disqualified before awarding of the contract for any of the following:

1. Failure to mark envelope as required.
2. Failure to sign or notarize the bid document.
3. Failure to include requested information, samples when specified or other details of the bid.

**METHOD OF AWARD**

The award will be made to the lowest responsible bidder meeting specifications for each item bid. It is not the policy of the Shelby County Commission to purchase on the basis of low bid only. Quality, conformity with specifications, purpose for which required, terms of delivery, and past service and experience are among the factors that may be considered in determining the responsive bidder.

The Shelby County Commission reserves the right to award separate contracts for each item, each product, or any combination of products if in the best interest of the Shelby County Commission. Upon awarding of this contract and bid the Shelby County Commission reserves the sole right to end said contract at their sole discretion.

**CONTRACT PERIOD/PRICING**

The period of this contract will be for one (1) year from date bid is awarded. This contract may be renewed for up to three (3) years from the initial award date upon the agreement of both parties.

**IMMIGRATION LAW**


By signing this contract, the contracting parties affirm, for the duration of the agreement, that they will not violate federal immigration law or knowingly employ, hire for employment, or continue to employ an unauthorized alien within the State of Alabama. Furthermore, a contracting party found to be in violation of this provision shall be deemed in breach of the agreement and shall be responsible for all damages resulting therefrom.

**OPEN TRADE**

By signing this contract, vendor agrees that it is not currently engaged in, nor will it engage in, any boycott of a person or entity based in or doing business with a jurisdiction with which the State of Alabama can enjoy open trade.

Please provide your bid response in triplicate, one original and two copies.

Bids will not include State Sales Tax or Federal Excise Tax.

  
Chad Scroggins  
County Manager

# BID FORM

INMATE HYGIENE PRODUCTS			
Item	Specifications	# of items packed in each case	Price Per Case
2 oz Clear liquid Shave, Shower and Shampoo	<ul style="list-style-type: none"> <li>• See through container for easy contraband inspection</li> <li>• Alcohol-free</li> </ul>		
2 oz Clear liquid Shave, Shower and Shampoo (animal fat-free option)	<ul style="list-style-type: none"> <li>• See through container for easy contraband inspection</li> <li>• Alcohol-free</li> <li>• Animal Fat-free</li> </ul>		
4 oz. Clear liquid Shave, Shower and Shampoo	<ul style="list-style-type: none"> <li>• See through container for easy contraband inspection</li> <li>• Alcohol-free</li> </ul>		
4 oz. Clear liquid Shave, Shower and Shampoo (animal fat-free option)	<ul style="list-style-type: none"> <li>• See through container for easy contraband inspection</li> <li>• Alcohol-free</li> <li>• Animal Fat-free</li> </ul>		
Bar Soap	<ul style="list-style-type: none"> <li>• 1.5 oz.</li> <li>• Individually Wrapped</li> <li>• Antibacterial</li> </ul>		
Toothbrush	<ul style="list-style-type: none"> <li>• Short in length (approx.. 3.25")</li> <li>• Individually wrapped</li> </ul>		
Clear Toothpaste	<ul style="list-style-type: none"> <li>• 1.5 oz</li> <li>• Contains fluoride</li> <li>• Fights tooth decay</li> <li>• All plastic tubing</li> </ul>		
Clear Toothpaste (animal fat-free option)	<ul style="list-style-type: none"> <li>• 1.5 oz</li> <li>• Contains fluoride</li> <li>• Fights tooth decay</li> <li>• All plastic tubing</li> </ul>		
Sanitary Napkins	<ul style="list-style-type: none"> <li>• Beltless</li> <li>• Adhesive Strip</li> <li>• Individually Wrapped</li> </ul>		
Lice Control Shampoo 1 gallon w/ pump	<ul style="list-style-type: none"> <li>• Ability to kill head lice, body lice and crabs</li> </ul>		

Item	Specifications	# of Items packed in Each Case	Price Per Case
Lice Control Shampoo 2 oz	<ul style="list-style-type: none"> <li>Ability to kill head lice, body lice and crabs</li> </ul>		
Lice Control Aerosol Spray	<ul style="list-style-type: none"> <li>Ability to kill head lice, body lice and crabs on inanimate objects</li> </ul>		
Wahl Senior Professional Hair Clippers			
Wahl Senior Professional Clipper Replacement Blade Set			
Fingernail Clippers	<ul style="list-style-type: none"> <li>All metal with no file</li> <li>2" in length</li> </ul>		
Toenail Clippers	<ul style="list-style-type: none"> <li>All metal with no file</li> <li>3.25" in length</li> </ul>		
Concentrated Barbicide Disinfectant 64 oz	<ul style="list-style-type: none"> <li>Germicide</li> <li>Fungicidal</li> <li>Virucide</li> </ul>		
Razor	<ul style="list-style-type: none"> <li>Single Blad w/Safety Cap</li> </ul>		
Shaving Cream	<ul style="list-style-type: none"> <li>11 oz. aerosol can</li> </ul>		
Sani Fresh Eurobath	<ul style="list-style-type: none"> <li>500 ml, Hair and Body Wash</li> </ul>		
Carmex	<ul style="list-style-type: none"> <li>Moisturizing lip balm, .35 oz tube</li> </ul>		

All pricing shall include delivery to Columbiana, Alabama. Addresses for deliver for both locations are as follows:

Sheriff's Office/Jail – 380 McDow Road, Columbiana, AL 35051

Juvenile Detention Center – 222 McDow Road, Columbiana, AL 35051

THE UNDERSIGNED OFFERS THESE PRICES, TERMS, AND DELIVERY AS PER BID SPECIFICATIONS:

NAME OF COMPANY: \_\_\_\_\_

BY (Please Print): \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_

**BIDS SUBMITTED ARE FIRM AND NO CLAIMS FOR ERRORS WILL BE  
MADE AFTER BIDS ARE OPENED AND SUBSEQUENT THEREOF.**

Sworn to and subscribed before me this

the \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Notary Public

My Commission Expires: \_\_\_\_\_