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February 25, 2016

**Memorandum**

**To: All Firms for Request for Proposal # 15707**

**From: Renee Funk**

**Subject: Addendum Number #1**

All Firms are hereby notified that this is the official "Addendum Number One" related to Request for Proposal (RFP) Number 15707 for Microscopes for The University of Iowa Hospitals and Clinics' Children's Hospital. This Addendum includes all questions received from the Firms and the Universities' responses, which are noted in bold following each question.

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**PLEASE NOTE: FINAL RESPONSES FROM ALL FIRMS ARE DUE ON OR BEFORE THURSDAY MARCH 10<sup>th</sup> BY 3:00 PM CDT/CST IN THE EBID SYSTEM. ANY RESPONSE SUBMITTED AFTER THE DATE AND TIME WILL AUTOMATICALLY BE DISQUALIFIED BY EBID. THEREFORE, ALL FIRMS ARE CAUTIONED TO SUBMIT YOUR BID RESPONSE IN A TIMELY FASHION.**

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**\*\*Please note that the bid end date has been extended to Thursday March 10th to allow adequate time for bid submission\*\***

**Question One:** ENT Microscope: What procedures will the surgeons be doing?

**University Response:** Myringotomy, Cochlear Implants, Pediatric airways

**Question Two:** ENT Microscope: What do the surgeons currently use?

**University Response:** Many different microscopes used by ENT surgeons

**Question Three:** ENT Microscope: Question 11. Are you asking for 4 different binoculars? Or Binoculars with all those capabilities?

**University Response:** Please propose whatever solution you can offer that meets the specifications/capabilities listed in the RFP.

**Question Four:** ENT Microscope: Question 5 and 9. Can you clarify which Lighting you prefer Halogen or Xenon?

**University Response:** No preference

**Question Five:** Ophthalmology Microscope: What procedures will the surgeons be doing?

**University Response:** Peds cataract, occasional vitrectomy or ocular trauma

**Question Six:** Ophthalmology Microscope: What do the surgeons currently use?

**University Response:** Current configurations/systems vary.

**Question Seven:** Ophthalmology Microscope: Question 6 - Floor Stand – Friction or electromagnetic?

**University Response:** No preference.

**Question Eight: Attribute 39:** Ophthalmology Microscope: Question 14 – Tilttable tube – Are you asking for Co-Observation?

**University Response:** Yes.

**Question Nine:** Ophthalmology Microscope: Question 19 – What is the remote cable used for? What is it connected to?

**University Response:** The remote cable is utilized to control room lights.

**Question Ten:** Neuro Microscope: What procedures will the surgeons be doing?

**University Response:** Craniotomy, spinal procedures

**Question Eleven:** Neuro Microscope: What do the surgeons currently use?

**University Response:** Current configuration/system varies.

**Question Twelve:** Neuro Microscope: Is ICG needed?

**University Response:** ICB is not needed.

**Question Thirteen:** It is assumed that you will need (1) microscope for neurosurgery, (1) for ophthalmology, and (1) for ENT. Will these three microscopes be the only microscopes in use for these specialties in this part of the hospital? Or do you have existing microscopes that you plan to move from elsewhere to be used in conjunction with the new microscopes for these specialties? If so, could you tell me the make and model of the microscopes that you already have that will be used? This may play a factor in your decision on the new microscopes, as hospitals often tend to standardize certain aspects of their equipment across a specific specialty, and I would want to make sure that the options that we offer would complement the microscopes that you already plan to use there.

**University Response:** The University currently utilizes a variety of microscopes and have the potential to move as needed. Suppliers should utilize the criteria detailed in the Request for Proposal and this addendum to proposed microscopes; current configurations are not part of this project scope.

**Question Fourteen:** Because of the large breadth of our product line, and because we have several microscopes that fit your required characteristics for each specialty, can we submit multiple bids for different products within each specialty (neuro, OPH, and ENT) with explanations on the unique benefits of each, and will each bid be considered for evaluation?

**University Response:** Yes. Suppliers can submit alternates by utilizing the ‘Add Alternate’ feature in eBid (as many times as needed) to propose additional pieces of equipment. Any equipment proposed will be evaluated as part of the bid process.

**Question Fifteen:** Can we attach appendices to the bid document containing relevant information? What format should all of our bid materials be in when we submit? Should the bid be submitted within the Ebid system?

**University Response:** Pricing and responses to bid line items and attributes are required to be completed per each line item that requires a response. For any additional information (brochures, biographies, supplemental information etc. ) can be attached in the ‘Attachments’ section of eBid. Attachments must be loaded into eBid and submitted with the response in the system. The file type can be Supplier’s preference however each individual document cannot exceed 100 megabytes per file so larger files may need to be condensed or separated into multiple attachments.

**Question Sixteen:** ENT Microscope- We assume that the surgical microscope for ENT surgery should meet the requirements of ENT physicians for all ear, nose and throat procedures, including but not limited to procedures such as tympanoplasties and PE tube placements. Can this be confirmed accurate?

**University Response:** Yes, this is correct.

**Question Seventeen:** ENT Microscope- Are there any other procedures you plan on using the microscope for?

**University Response:** Cochlear implants, airways with carbon dioxide laser.

**Question Eighteen:** ENT Microscope: Are lasers required?

**University Response:** Yes, CO2.

**Question Nineteen:** ENT Microscope- How do you want the microscope configured? Is there a unit already in place that the configurations can be provided (if this need is the same)?

**University Response:** The University currently utilizes a variety of microscopes and have the potential to move as needed. Suppliers should utilize the criteria detailed in the Request for Proposal and this addendum to proposed microscopes; current configurations are not part of this project scope.

**Question Twenty:** Ophthalmology Microscope- Is it important for the ophthalmic surgical microscope to have illumination and magnification of the surgical area that can support visualization in surgical procedures for both the anterior segment of the eye (e.g. cataract, cornea, glaucoma) and have the ability to be used in combination with a non-contact fundus viewing system, for the posterior segment of the eye (retina, vitreous)?

**University Response:** Yes, both anterior and posterior

**Question Twenty-One:** Ophthalmology Microscope- Are the following characteristics important to have for your eye/retina surgeons?

- Are co-observer titable tubes important?

- Auto / motorized invertertubes?
- Do you want non-contact fundus viewing system with sterilizable 60D and 128D aspheric lenses?
- How do you want the microscope configured? Is there a unit already in place that the configurations can be provided (if this need is the same)?

**University Response:** Coobserver tubes are important, currently the University utilizes motorized invertetubes. We do not need sterilizable 60 and 120 lenses. The University currently utilizes a variety of microscopes and have the potential to move as needed. Suppliers should utilize the criteria detailed in the Request for Proposal and this addendum to proposed microscopes; current configurations are not part of this project scope.

**Question Twenty-Two:** Neuro Microscope- Do you want one central touchscreen user interface, allowing for programming and operating the entire system, including microscope, video camera, recording, fluorescence and patient data management?

**University Response:** Yes.

**Question Twenty-Three:** Neuro Microscope- Do you want binocular tubes available that can be folded?

**University Response:** Yes.

**Question Twenty-Four:** The DICOM module must allow to export and import videos in DICOM compatible format (MPEG2/PACs)

**University Response:** The University agrees.

**Question Twenty-Five:** Neuro Microscope- Do you want intraoperative fluorescence?

**University Response:** No.

**Question Twenty-Six:** Neuro Microscope- Do you want fully integrated navigation (steath) without addition modules?

**University Response:** The University will require this capability.

**Questions Twenty-Seven:** Neuro Microscope- How do you want the microscope configured? Is there a unit already in place that the configurations can be provided (if this need is the same)?

**University Response:** The University currently utilizes a variety of microscopes and have the potential to move as needed. Suppliers should utilize the criteria detailed in the Request for Proposal and this addendum to proposed microscopes; current configurations are not part of this project scope.