

Norristown State Hospital

Statement of Work

Pharmacy Refrigerators and Installation

IFB 6100066136

I. Objective

The Department of Human Services (“DHS”) is seeking a contractor to provide and install refrigerators for the Norristown State Hospital (“NSH”) pharmacy department. The refrigerators will be used for medication storage areas throughout the NSH campus located at 1001 Sterigere Street, Norristown, Pennsylvania 19401.

II. Background

NSH is one of the oldest state-funded psychiatric facilities in Pennsylvania still active today, having opened its doors in 1880. The hospital is one of two forensic facilities in the state that focuses on individuals diagnosed with mental health needs, housing an average of 375 occupants. The NSH residents participate in activities such as individual and group therapies, occupational therapy, recreational therapy and various other opportunities for self-growth.

III. Scope of Work

A. The Department is need of 14 new pharmacy refrigerators. The make, model and location of each refrigerator are listed in the following table:

Quantity	Make/Model	Location
1	iPR105-GX i.Series – Left Swing	10D1
1	iPR105-GX i.Series – Left Swing	10E1
1	iPR105-GX i.Series – Left Swing	10E2
1	iPR105-GX i.Series – Left Swing	51B2
1	iPR105-GX i.Series – Right Swing	10D2
1	iPR105-GX i.Series – Right Swing	1A1
1	iPR105-GX i.Series – Right Swing	1A2
1	iPR105-GX i.Series – Right Swing	1C1
1	iPR105-GX i.Series – Right Swing	1C2
1	iPR105-GX i.Series – Right Swing	51A1
1	iPR105-GX i.Series – Right Swing	51A2
1	iPR105-GX i.Series – Right Swing	51B1
1	iPR105-GX i.Series – Right Swing	51C1
1	iPR105-GX i.Series – Right Swing	51C2

NOTE: The locations read as 10(building), D(wing), 1(floor). A map is provided as Attachment 1.

- B. The selected Contractor shall provide and install 14 refrigerators that meet the following specifications:
1. Ability to support the Pyxis medication management software automated medication dispensing system;
 2. Dimensions Required:
 - a) Width: 24 inches;
 - b) Height: 31.5 inches; and
 - c) Depth: 26.7 inches;
 3. NSF/ANSI 456 Vaccine Storage Certification;
 4. Internal lock box storage drawer with key;
 5. Solid ballast thermal buffer;
 6. Certification of calibration upon installation;
 7. 120V, 60Hz with hospital grade cord and three-pronged plug;
 8. Automatic defrost with adjustable cycle defrost;
 9. Adjustable temperature to adjust temperature between 2-8C (36-46F);
 10. Adjustable shelves allowing multiple shelf positions spaced at ½ inch to accommodate different spacings and allow proper air circulation;
 11. Alarm when temperature is out of range;
 12. Provide warranties for each of the following:
 - a) Compressor and powertrain: seven years;
 - b) Parts: two years; and
 - c) Labor: one year.
 13. Undercounter pedestal for each refrigerator with the following dimensions:
 - a) Width: 24 inches;
 - b) Height: 17.5 inches; and
 - c) Depth: 24 inches.
- C. The selected contractor shall coordinate with the maintenance department for the installation of the refrigerators.

IV. Bid Requirements

- A. Contractors should provide quotes for both left- and right-hinged refrigerators that meet the specifications needed to keep medication at regulation standards.
- B. Contractors' electronic submission must include the following as attachments. Failure to submit these items when they are needed may result in the rejection of the Contractor's submission.
1. Workers Protection and Investment Certification
 2. Reciprocal Limitations Form
 3. State of Manufacturer - BOP1303

V. Questions and Answers

All questions regarding the IFB must be submitted via the RA-pwbidquestions@pa.gov email address. All questions must be received by June 23, 2026. Include the IFB bid number in the subject of the email.

All questions and answers are considered an addendum to the IFB. Answers will be post by June 30, 2026.

VI. Estimated Quantities

The quantities are estimated only and may increase or decrease dependent upon the needs of the department.

VII. Contact Information

Michael Volstorf, Pharmacist

Office 610-313-5868

mvolstorf@pa.gov

VIII. Payment Provisions:

The selected Contractor will be reimbursed only for commodities/services performed and accepted by the Commonwealth of Pennsylvania.

Failure to submit invoices in compliance with the following instructions will result in the invoices being returned to the contractor and will substantially delay processing of payments. The contractor shall be paid upon satisfactory delivery/completion of work performed and submission of an invoice on the contractor's letterhead.

The Contractor will be paid upon submission of invoices. Invoices shall contain the following information:

1. Purchase Order Number.
2. Description of Services provided.
3. Net invoices amount due to the Contractor from the facility.

The Contractor shall be paid upon satisfactory completion of work performed, and submission of an invoice on the Contractor's letterhead.

The invoice is to be mailed to:

COMMONWEALTH OF PENNSYLVANIA – PO Invoice
P.O. Box 69180
Harrisburg, PA 17106

Or by email:

69180@pa.gov

A copy of the invoice is also to be mailed to:



DHS – Norristown State Hospital
Attn: Accounting Dept.
1001 Sterigere Street
Norristown, PA 19401

By Fax to: 610-313-5779

The invoice should contain at minimum the information listed on the sample invoice – ***Supplier Sample Invoice*** can be found at:
<http://www.dgsweb.state.pa.us/comod/CurrentForms/SampleSupplierInvoice.doc>