

**POCATELLO/CHUBBUCK
SCHOOL DISTRICT NO. 25
Bannock County, Idaho**

FOOD SERVICE SUPPLIES

S P E C I F I C A T I O N S

(BIDS WITH CONDITIONS WILL NOT BE ACCEPTED.)

**Administration Offices
3115 Poleline Road
Pocatello, Idaho**

Bid Opening:

**April 28, 2016
3:30 PM**

**POCATELLO/CHUBBUCK
SCHOOL DISTRICT NO. 25
Bannock County, Idaho**

INVITATION TO BID – FOOD SERVICE SUPPLIES

Sealed bids will be received by a representative of the Board of Trustees of School District No.25, Bannock County, Idaho, at 3115 Pole Line Road, Pocatello, Idaho 83201, until 3:30 PM, April 28, 2016 for Food Service Supplies.

Specifications or additional details (including bid forms) may be secured at 3115 Pole Line Road, Pocatello, Idaho.

The Board of Trustees reserves the right to reject any or all bids or to waive any informalities, or to accept the bid or bids deemed best for School District No. 25, Bannock County, Pocatello, Idaho.

Paul Vitale, Clerk
School District No. 25

To be published on the dates of:

April 14, 2016
April 21, 2016

IDAHO STATE JOURNAL

**POCATELLO/CHUBBUCK
SCHOOL DISTRICT NO. 25
Bannock County, Idaho**

GENERAL CONDITIONS

CONDITIONS OF CONTRACT:

Notices, conditions and specifications issued incident to the proposal to purchase Food Service Supplies described herein, together with the purchase policies of School District No. 25, are on file for examination in the Office of the Director of Business Operations, shall form a part of the contract conditions.

NATURE OF CONTRACT:

The various items of manufacture under these proposed contracts are specified under the respective division. Specifications are technical for purposes of establishing high standards of material purchasing. Bidders shall indicate the manufacturer's brand names where specified in their proposals.

Contracts for purchase will be put into effect by means of a purchase order executed by the Food Services Purchaser after tabulations are compiled.

QUALITY OF MATERIALS AND PRICING:

IT IS SPECIFICALLY UNDERSTOOD THAT PRODUCTS OFFERED AT THE TIME OF BIDDING SHALL BE EQUAL TO THOSE SPECIFIED. Substitutions or major alterations must be indicated upon the proposal sheet at the time of bid submission. SAMPLES MUST BE SUBMITTED AT BID OPENING WHEN ANY SUBSTITUTION OF SPECIFIED BRAND NAME OR NUMBER IS MADE ON BID, OR THE BID WILL NOT BE CONSIDERED. IF ALTERNATE OR SUBSTITUTION IS BID, SPECIFICATIONS OF THE ALTERNATE OR SUBSTITUTION MUST BE INCLUDED.

CONDITIONAL BIDS OR BIDS WITH STIPULATIONS WILL NOT BE ACCEPTED. It is specifically understood that all pricing will be priced to the unit of measurement specified herein or the bid will not be considered.

If an alternate item is bid, it shall be clearly stated on the bid response that it is an alternate item. If an alternate item is bid, a sample is required in order to maintain our high standards of material purchasing.

RESPONSIBILITY OF VENDOR:

Each contractor shall be responsible for the delivery of materials of such quality and in quantities as is specified. The bidder shall submit his bid on the proposal form furnished and shall plainly mark on the envelope:

"BID – FOOD SERVICE SUPPLIES.
TO BE OPENED ON APRIL 28, 2016 at 3:00 PM"

BIDS NOT DELIVERED BY VENDORS AT TIME OF BID OPENING MUST BE RECEIVED IN MAIL OR IN OFFICE NO LATER THAN 4:00 PM ON APRIL 27, 2016, THE LAST WORKING DAY BEFORE THE BID OPENING, TO ENSURE RECEIPT PRIOR TO FORMAL BID OPENING.

CONDITIONAL BIDS OR BIDS WITH STIPULATIONS WILL NOT BE ACCEPTED.

Quotations are to be made F.O.B. Pocatello. All proposals must include the cost of the transportation to the stockroom of School District No. 25, 3115 Pole Line Road, Pocatello, Idaho.

DISTRICT REPRESENTATIVE:

Refer all questions to Tom Wilson, Food Service Coordinator/Purchaser at (208) 235-3208 or e-mail at: wilson@sd25.us. Contact with other district staff, Board of Trustees, or Administration will be by written permission only.

OBJECTIONS:

Written objections to specifications or bid procedures must be received by the clerk, secretary, or other authorized official of the District at least one (1) business day before the date and time upon which bids are scheduled to be received, per Idaho Code Section 68-2806(c).

PAYMENTS:

Prices must remain firm as quoted by supplier until quantity awarded is received. Application for payment dated on or before the 25th of the month, shall be paid by the 15th of the following month. Application for payment dated after the 25th of the month, shall be paid within 30 days. Delivery may be accepted any time before July 1, 2016; however, payment will not be made until after July 1, 2016.

EVALUATION CRITERIA

Vendor selection on this project will be evaluated based on the following:

- 1) Price
- 2) Vendor reputation for providing quality materials on a timely basis.
- 3) Vendor who best meets the specified item as listed will be given priority in bidding a specific item.
- 4) Multiple vendors may be awarded individual products when it serves in the best interest of the District.

REMINDER

1. NO PROPOSAL WILL BE ACCEPTED UNLESS ACCOMPANIED BY A CERTIFIED CHECK, CASHIER'S CHECK OR BIDDER'S BOND. PERSONAL OR COMPANY CHECKS WILL NOT BE ACCEPTED.

2. SPECIFICATIONS AND SAMPLES MUST BE SUBMITTED AT THE BID OPENING WHEN ANY SUBSTITUTION IS MADE, OR THE BID WILL BE CONSIDERED NON-RESPONSIVE.

3. CONDITIONAL BIDS OR BIDS WITH STIPULATIONS WILL NOT BE ACCEPTED.



BIDDER CERTIFICATION FORM

1. **Debarment and Suspension** – In submitting this bid proposal, we hereby certify that we have not been suspended or in any way excluded from Federal procurement actions by any Federal Agency. We fully understand that if information contrary to this certification subsequently becomes available, such evidence may be grounds for non-award or nullification of a bid contract.
2. **Anti-Collusion** – In submitting this bid proposal, we hereby certify this proposal was developed and prepared without any collusion with any competing bidder or District employee. The content of this proposal has not been disclosed to any competing or potentially competing bidder prior to the proposal due date and time. Furthermore, no action to persuade any person, partnership or corporation to submit or withhold a bid has been made.
3. **Anti-Lobbying** – In submitting this bid proposal, we hereby certify that to the best of our knowledge and belief, no appropriated Federal funds have been paid or will be paid by or on behalf of person associated with this proposal to any person for influencing or attempting to influence and officer or employee of any agency, a member of Congress, an office or employee of Congress or an employee of a member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement and the extension, continuation, renewal, amendment or modification of any Federal contract, grant, loan or cooperative agreement.
4. **National Sexual Offender Registry** – In submitting this bid proposal, you certify to the District that your company will prohibit any persons in your employ who are registered or required to register under the Idaho Sex Offender Registration Act from participation in company business with the District if such participation would require them to be present on school property. You certify further that you have cross checked such employees against the National Sex Offender Registry found at the following web link: <http://www.nsopr.gov/>

Signed: _____

Name & Title: _____

Company: _____

Address: _____

City & State: _____

Date: _____

NON DISCRIMINATION STATEMENT

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, religious creed, disability, age, political beliefs, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

- (1) mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410;
- (2) fax: (202) 690-7442; or
- (3) email: program.intake@usda.gov.

USDA Child Nutrition Programs recognize the following protected classes: race, color, national origin, sex, age, and disability.

This institution is an equal opportunity provider.

POCATELLO/CHUBBUCK SCHOOL DISTRICT NO. 25

School Food Service

3115 Poleline Rd.
 Pocatello, ID 83201-6119
 Tom Wilson 235-3208

Firm Name: _____
 Representative: _____
 Authorized Signature: _____

DELIVERY: 7/01/16 - 6/31/17

FAX COPIES WILL NOT BE ACCEPTED

Category	ITEM	DESCRIPTION	QTY	UNIT	Current Bid Price Per Unit	BRAND Product #	UNIT PRICE
<i>Paper</i>	APRONS - poly--HEAVY	28 X 46 5-100 count = 500/CS.	50	Cases	\$30.65	SAMPLES REQUIRED	
<i>Paper</i>	BAGS - FOIL	6.75 x 6.5 1000 pr Case	300	Cases	\$31.53	SAMPLES REQUIRED	
<i>Paper</i>	BAGS - Grocery	BROWN 10" x 13.5" 250/SLEEVE HEAVY DUTY	100	Sleeves	\$87.11	SAMPLES REQUIRED	
<i>Paper</i>	BAGS - LUNCH	BROWN or WHITE #8 500/SLEEVE HEAVY DUTY	500	Sleeves	\$11.70	SAMPLES REQUIRED	
<i>Paper</i>	BAGS -POLY (GUSSET 19")	10 PKGS / 100 COUNT/CASE / HEAVY WEIGHT	50	Cases	\$36.64	SAMPLES REQUIRED	
<i>Paper</i>	BAGS -SANDWICH SADDLE	2000 / CASE	150	Cases	\$55.77	SAMPLES REQUIRED	
<i>Paper</i>	BOWLS, FOAM 12 OZ. White	1000 / CASE	75	Cases	\$8.73	*Samples requested for options other than foam	
<i>Paper</i>	BOWLS, FOAM, Black	ATRIUM PACKAGING ITEM #82638 OR Pre- Approved Substitution 250 / CASE	75	Cases	NEW		

Category	ITEM	DESCRIPTION	QTY	UNIT	Current Bid Price Per Unit	BRAND Product #	UNIT PRICE
Paper	BOWLS,LIDS for Black Foam Bowls	ATRIUM PACKAGING ITEM 82639 OR Pre-Approved Substitution 250 / CASE	75	Cases	NEW		
Paper	CANLINERS, CLEAR OR GRAY	HEAVY WEIGHT / 10 / 25 ROLLS PER CASE	600	Cases	\$25.64	SAMPLES REQUIRED	
Paper	CUP - 2 Oz. - souffle / Plastic	PRO PAK Clear 20/125 count	50	Cases			
Paper	CUP, LID - 2 Oz. - souffle / Plastic	PRO PAK Clear 20/125 count	50	Cases			
Paper	CUP - 4 Oz. - souffle / Plastic	PRO PAK Clear 20/125 count	100	Cases	\$55.29		
Paper	CUP, LID - 4 Oz. - souffle / Plastic	PRO PAK Clear 20/125 count	50	Cases	\$33.47		
Paper	CUP - 5 OZ. - SAGE, WAXED	24/100/CS.	100	Cases	\$52.08		
Paper	CUP - 6 Oz.-Squat, FOAM	20 / 50 / CS.	150	Cases	\$23.00	*Samples requested for options other than foam	
Paper	CUP, LID - 6 Oz.-Squat, FOAM	20 / 50 / CS.	50	Cases	\$13.50		
Paper	CUP - 8 Oz.-Squat, FOAM	20 / 50 / CS.	100	Cases	\$26.86	*Samples requested for options other than foam	
Paper	CUP, LID - 8 Oz.-Squat, FOAM	20 / 50 / CS.	50	Cases	\$13.06		

Category	ITEM	DESCRIPTION	QTY	UNIT	Current Bid Price Per Unit	BRAND Product #	UNIT PRICE
Paper	CUP - 9 Oz.- Plastic	1000 / case	50	Cases	\$56.24		
Paper	CUP, LID - 9 Oz.- Plastic	1000 / case	50	Cases	\$29.87		
Paper	FILM WRAP, 18" X 2M--heavy	2000' WITH SLIDE CUTTER	100	Boxes	\$10.83		
Paper	FILM WRAP, 24" X 2M--heavy	2000' WITH SLIDE CUTTER	100	Boxes	\$15.08		
Paper	FOIL SHEETS	9 X 10 3/4 6/500 Count	300	Cases	\$29.50		
Paper	FOOD TRAY - BLACK foam	8.5 X 11.5 PLATTER 4/125 cs.	100	Cases	\$24.11	*Samples requested for options other than foam	
Paper	FOOD TRAY, FIBRE 5-Comp.	CHINET - Valley #22025 500/case	2500	Cases	\$47.53		
Paper	FOOD TRAY, 5-Comp.	500/case	2500	Cases	NEW	*Samples required for options other than fibre board	
Paper	FOOD TRAY - PAPER	1.0 Lb. 1000 PER CASE	300	Cases	\$15.22		
Paper	FOOD TRAY - PAPER	2.5 Lb. 500 PER CASE	400	Cases	\$14.40		
Paper	FOOD TRAY - PAPER	5.0 Lb. 500 PER CASE	800	Cases	\$21.00		

Category	ITEM	DESCRIPTION	QTY	UNIT	Current Bid Price Per Unit	BRAND Product #	UNIT PRICE
<i>Paper</i>	FORKS - PLASTIC	Seated / Medium Weight 1000/case	500	Cases	\$5.42	SAMPLES REQUIRED	
<i>Paper</i>	GLOVES, VINYL POWDER FREE	Seamless - Long Cuff PVC - 100 - Sm- Md- Lg-XL 100 per box /10 BX. /CASE	500	Cases	\$25.57	SAMPLES REQUIRED	
<i>Paper</i>	HAIR NETS, BROWN/BLACK	144 / BOX	500	Boxes	\$9.03	SAMPLES REQUIRED	
<i>Paper</i>	HAIR NETS, BOUFFANT CAP, 19"	5 / 100 = cs.	150	Cases	\$14.40	SAMPLES REQUIRED	
<i>Paper</i>	NAPKINS, HEAVY	Dispenser Type 10,000/Case White or Natural	300	Cases	\$33.60	SAMPLES REQUIRED	
<i>Paper</i>	PALLET WRAP	4 ROLLS/Case 18" X 1500' 70 ga.	50	Cases	\$59.81		
<i>Paper</i>	PAN LINERS, WHITE	1000 pr Case	250	Cases	\$28.00		
<i>Paper</i>	PAPER PICK-UPS, 6" x 6"	CROWN #892000 White 6 X 6 20/1000 pr. Cs.	30	Cases	\$39.10		
<i>Paper</i>	SPOONS - PLASTIC	Seated / Medium Weight 1000/case	1000	Cases	\$5.42	SAMPLES REQUIRED	
<i>Chemical</i>	ALCOHOL PREP PADS	200 / BOX	3000	Boxes	\$8.05		
<i>Chemical</i>	CHLORINE SANITIZER, CLEAN QUICK	100 / BOX	100	Boxes	\$31.80		

Category	ITEM	DESCRIPTION	QTY	UNIT	Current Bid Price Per Unit	BRAND Product #	UNIT PRICE
Chemical	CHLORINE TEST STRIPS	100 / BOX	200	Boxes	\$8.25		
Chemical	DELIMER	"OLD LIMEY" OR Pre-approved Substitution 4 / 1 GAL. CASE	40	Cases	\$28.54		
Chemical	DETERGENT, POT & PAN DISPENSER PUMP SNAP PACK	SSDC # 821463 2/ 1 GAL.	50	Cases	\$38.48		
Chemical	DISHWASHER, DETERGENT PARAMOUNT	SSDC # 821489 2 / 1 GAL. cs. LIQUID	50	Cases	\$54.02		
Chemical	DISHWASHER, RINSE	SSDC # 821475 2/ 1GAL./CS. LIQUID	50	Cases	\$57.82		
Chemical	HAND WASH SOAP, ANTI- BACTERIAL	GO JO #5162-03 OR Pre-approved Substitution 3 / 1.25 LITER (42 OZ.)	50	Cases	\$45.12		