

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

**FOOD SERVICE SUPPLIES  
2018-2019**

**SPECIFICATIONS**

**BIDS WITH CONDITIONS WILL NOT BE ACCEPTED**

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

**Bid Opening:**

**February 27, 2018  
9:00 AM**

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

**INVITATION TO BID – FOOD SERVICE SUPPLIES 2018-2019**

Sealed bids for Food Service Supplies 2018-2019 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 9:00 AM, Tuesday, February 27, 2018.

Specifications or additional details (including bid forms) may be secured from the School District No. 25 Business Office located at 3115 Pole Line Road, Pocatello, Idaho, 83201.

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.

Jacob Gertsch, Clerk  
School District No. 25

To be published on the dates of:

January 30, 2018  
February 6, 2018

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 2018-2019 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 Service 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.

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

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.**

**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 2018-2019  
TO BE OPENED ON FEBRUARY 27, 2018 AT 9:00 AM"

Bids not delivered by Vendors at time of bid opening must be received by mail or in office no later than 4:00 PM on February 26, 2018, 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.

**DISTRICT REPRESENTATIVE:**

Refer all questions to Tom Wilson, Food Service Coordinator/Purchaser at (208) 235-3256 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).

**DELIVERY:**

Delivery will be accepted at any time prior to July 1, 2018. However, payment will not be made until after July 1, 2018.

Bids 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.

**PAYMENTS:**

All materials secured under term of contract may be billed for payment on or after July 1, 2018, following delivery. Prices must remain firm as quoted by supplier until quantity awarded is received. Application for payment dated on or before the 25<sup>th</sup> of the month, shall be paid by the 15<sup>th</sup> of the following month. Application for payment dated after the 25<sup>th</sup> of the month, shall be paid within 30 days.

## **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. SPECIFICATIONS MUST BE SUBMITTED AT THE BID OPENING WHEN ANY SUBSTITUTION IS MADE, OR THE BID WILL BE CONSIDERED NON-RESPONSIVE.
  
2. 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](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](mailto: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 - Food Service Supplies**

3115 Poleline Rd.  
Pocatello, ID 83201-6119  
Tom Wilson 208-235-3256

Firm Name: \_\_\_\_\_  
Representative: \_\_\_\_\_  
Authorized Signature: \_\_\_\_\_

**DELIVERY: 7/1/2018 - 6/30/2019**

**FAX COPIES WILL NOT BE ACCEPTED**

**Please Enter Brand and Product #, and Unit Price in appropriate boxes.**

<i>Category</i>	<i>ITEM</i>	<i>DESCRIPTION</i>	<i>QTY</i>	<i>UNIT</i>	<i>Current Bid Price Per Unit</i>	<i>BRAND Product #</i>	<i>UNIT PRICE</i>
<i>Paper</i>	<b>APRONS - poly--HEAVY</b>	28 X 46 5-100 count = 500/CS.	10	Cases	\$15.00	<b>SAMPLES REQUIRED</b>	
<i>Paper</i>	<b>BAGS - FOIL</b>	6.75 x 6.5 1000 pr Case	200	Cases	\$24.61	<b>SAMPLES REQUIRED</b>	
<i>Paper</i>	<b>BAGS - FRY</b>	5.0" x 4.5 White 1000 pr Case	100	Cases	\$14.36	<b>SAMPLES REQUIRED</b>	
<i>Paper</i>	<b>BAGS - GROCERY</b>	BROWN 13" x 7" x 13" 250/SLEEVE /Handle <b>HEAVY DUTY</b>	100	Sleeves	\$57.86	<b>SAMPLES REQUIRED</b>	
<i>Paper</i>	<b>BAGS - LUNCH</b>	BROWN or WHITE #8 500/SLEEVE <b>HEAVY DUTY</b>	25	Sleeves	\$9.13	<b>SAMPLES REQUIRED</b>	
<i>Paper</i>	<b>BAGS - LUNCH, PLASTIC</b>	12" x 13" x 3"      500 / CASE	25	Cases	\$40.00	<b>SAMPLES REQUIRED</b>	
<i>Paper</i>	<b>BAGS -POLY</b>	10 PKGS / 100 COUNT/CASE/ <b>HEAVY WEIGHT</b> 5.5x4.75x19" / 1 mil	50	Cases	\$20.30	<b>SAMPLES REQUIRED</b>	
<i>Paper</i>	<b>BAGS -SANDWICH SADDLE</b>	2000 / CASE 6.5x7x1.75" FLIP / .5 Mil	150	Cases	\$8.50	<b>SAMPLES REQUIRED</b>	



<b>Category</b>	<b>ITEM</b>	<b>DESCRIPTION</b>	<b>QTY</b>	<b>UNIT</b>	<b>Current Bid Price Per Unit</b>	<b>BRAND Product #</b>	<b>UNIT PRICE</b>
<i>Paper</i>	<b>BOWLS, FOAM 12 OZ.</b>	1000 / CASE Rimmed, White	75	Cases	\$15.50	<b>SAMPLES REQUIRED</b>	
<i>Paper</i>	<b>BOWLS, Plastic, Black</b>	ATRIUM PACKAGING ITEM #82638 OR Pre- Approved Acceptable Alternate 250 / CASE	75	Cases	\$38.90	<b>SAMPLES REQUIRED</b>	
<i>Paper</i>	<b>BOWLS,LIDS for Black Plastic Bowls</b>	ATRIUM PACKAGING ITEM 82639 OR Pre-Approved Acceptable Alternate 250 / CASE	75	Cases	\$33.58	<b>SAMPLES REQUIRED</b>	
<i>Paper</i>	<b>CANLINERS, CLEAR OR GRAY --- Min. 16 Micron</b>	<b>HEAVY WEIGHT / 10 / 25 ROLLS PER CASE</b>	600	Cases	\$22.95	<b>SAMPLES REQUIRED</b>	
<i>Paper</i>	<b>CUP - 2 Oz. - souffle / Plastic</b>	PRO PAK Clear 20/125 count	20	Cases	\$22.00	<b>SAMPLES REQUIRED</b>	
<i>Paper</i>	<b>CUP, LID - 2 Oz. - souffle / Plastic</b>	PRO PAK Clear 20/125 count	20	Cases	\$19.00	<b>SAMPLES REQUIRED</b>	
<i>Paper</i>	<b>CUP - 5 OZ. - SAGE, WAXED</b>	24/100/CS.	75	Cases	\$52.33	<b>SAMPLES REQUIRED</b>	
<i>Paper</i>	<b>CUP - 6 Oz.-Squat, FOAM</b>	20 / 50 / CS.	150	Cases	\$19.05	<b>SAMPLES REQUIRED</b>	
<i>Paper</i>	<b>CUP, LID - 6 Oz.-Squat, FOAM</b>	20 / 50 / CS.	100	Cases	\$13.20	<b>SAMPLES REQUIRED</b>	
<i>Paper</i>	<b>CUP - 8 oz. Squat, FOAM</b>	1000 / case	50	Cases	\$29.50	<b>SAMPLES REQUIRED</b>	

<b>Category</b>	<b>ITEM</b>	<b>DESCRIPTION</b>	<b>QTY</b>	<b>UNIT</b>	<b>Current Bid Price Per Unit</b>	<b>BRAND Product #</b>	<b>UNIT PRICE</b>
<i>Paper</i>	CUP, LID - 8 oz. Squat, FOAM	1000 / case	50	Cases	\$13.25	SAMPLES REQUIRED	
<i>Paper</i>	CUP - 9 Oz.- Plastic	1000 / case	50	Cases	\$33.45	SAMPLES REQUIRED	
<i>Paper</i>	CUP, LID - 9 Oz.- Plastic	1000 / case	50	Cases	\$18.50	SAMPLES REQUIRED	
<i>Paper</i>	CUP - 12 Oz.- Foam	1000 / case	50	Cases	\$26.38	SAMPLES REQUIRED	
<i>Paper</i>	CUP, LID - to fit 12 Oz.	1000 / case	50	Cases	\$15.89	SAMPLES REQUIRED	
<i>Paper</i>	FILM WRAP, 18" X 2M--heavy	2000' WITH SLIDE CUTTER	100	Boxes	\$11.00	SAMPLES REQUIRED	
<i>Paper</i>	FILM WRAP, 24" X 2M--heavy	2000' WITH SLIDE CUTTER	100	Boxes	\$14.00	SAMPLES REQUIRED	
<i>Paper</i>	FOIL SHEETS	9 X 10 3/4 6/500 Count Duty Heavy	300	Cases	\$33.00	SAMPLES REQUIRED	
<i>Paper</i>	FOIL WRAP	18" x 500' Duty Heavy	300	Cases	\$18.20	SAMPLES REQUIRED	
<i>Paper</i>	FOOD TRAY - BLACK foam	8.5 X 11.5 PLATTER 4/125 cs.	100	Cases	\$35.05	SAMPLES REQUIRED	
<i>Paper</i>	FOOD TRAY, FIBRE 5-Comp.	CHINET - Valley #22025 (or Pre-approved Acceptable Alternative) 500/case	2500	Cases	xxx	SAMPLES REQUIRED	

<b>Category</b>	<b>ITEM</b>	<b>DESCRIPTION</b>	<b>QTY</b>	<b>UNIT</b>	<b>Current Bid Price Per Unit</b>	<b>BRAND Product #</b>	<b>UNIT PRICE</b>
<i>Paper</i>	FOOD TRAY, 5-Comp. BIO, Plant-Based Sustainable	Trellis Earth 500/case	2500	Cases	\$38.50	SAMPLES REQUIRED	
<i>Paper</i>	FOOD TRAY - Donut Tray	13 1/2" x 9" x 3" #1	25	Cases	\$48.21	SAMPLES REQUIRED	
<i>Paper</i>	FOOD TRAY - PAPER	1.0 Lb. 1000 PER CASE	300	Cases	\$16.22	SAMPLES REQUIRED	
<i>Paper</i>	FOOD TRAY - PAPER	2.5 Lb. 500 PER CASE	400	Cases	\$14.00	SAMPLES REQUIRED	
<i>Paper</i>	FOOD TRAY - PAPER	5.0 Lb. 500 PER CASE	800	Cases	\$20.00	SAMPLES REQUIRED	
<i>Paper</i>	FORKS - PLASTIC	Seated / Medium Weight 1000/case White	500	Cases	\$5.30	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	\$17.25	SAMPLES REQUIRED	
<i>Paper</i>	HAIR NETS	Med-Lg <b>BROWN/BLACK</b> 144 / BOX	200	Boxes	\$8.98	SAMPLES REQUIRED	
<i>Paper</i>	HAIR NETS, BOUFFANT CAP, 21"	5 / 100 = cs. White	25	Cases	\$19.34	SAMPLES REQUIRED	
<i>Paper</i>	HAIR NETS, BOUFFANT CAP, 24"	5 / 100 = cs. Blue	25	Cases	\$19.34	SAMPLES REQUIRED	
<i>Paper</i>	KNIVES - PLASTIC	Seated / Medium Weight 1000/case White	100	Cases	\$22.14	SAMPLES REQUIRED	

<b>Category</b>	<b>ITEM</b>	<b>DESCRIPTION</b>	<b>QTY</b>	<b>UNIT</b>	<b>Current Bid Price Per Unit</b>	<b>BRAND Product #</b>	<b>UNIT PRICE</b>
<i>Paper</i>	<b>MASK - PARTICLE</b>	Non-Toxic 8/20 12/cs	10	Cases	\$91.20	<b>SAMPLES REQUIRED</b>	
<i>Paper</i>	<b>MOP</b>	Tight-Woven Cotton, 1" Band, Cut & Looped End 20 oz.	100	Each	\$2.63	<b>SAMPLES REQUIRED</b>	
<i>Paper</i>	<b>NAPKINS, HEAVY</b>	Dispenser Type 10,000/Case White or Natural	300	Cases	\$28.00	<b>SAMPLES REQUIRED</b>	
<i>Paper</i>	<b>PALLET WRAP</b>	4 ROLLS/Case 18" X 1500' 70 gauge	50	Cases	\$31.12	<b>SAMPLES REQUIRED</b>	
<i>Paper</i>	<b>PAN LINERS, WHITE</b>	16 3/8" X 24 3/8" 1000 pr Case White	250	Cases	\$27.50	<b>SAMPLES REQUIRED</b>	
<i>Paper</i>	<b>PAPER PICK-UPS, 6" x 6"</b>	CROWN #892000 White 6 X 6 <b>20/1000 pr. Cs.</b>	30	Cases	\$48.39	<b>SAMPLES REQUIRED</b>	
<i>Paper</i>	<b>SHOE COVERS</b>	150 pair	10	Cases	\$36.92	<b>SAMPLES REQUIRED</b>	
<i>Paper</i>	<b>SPOONS - PLASTIC</b>	Seated / Medium Weight 1000/case White	1000	Cases	\$5.30	<b>SAMPLES REQUIRED</b>	
<i>Paper</i>	<b>STRAWS</b>	5", Single Hole 10/1000 Case Black		Cases	\$20.85	<b>SAMPLES REQUIRED</b>	
<i>Paper</i>	<b>TOWELS - PERFORATED</b>	20/128 Rolls Individually Wrapped	10	Cases	\$36.20	<b>SAMPLES REQUIRED</b>	
<i>Chemical</i>	<b>ALCOHOL PREP PADS</b>	100 / Box, 20 Boxes/Case	100	Cases	\$53.62	<b>SAMPLES REQUIRED</b>	

<b>Category</b>	<b>ITEM</b>	<b>DESCRIPTION</b>	<b>QTY</b>	<b>UNIT</b>	<b>Current Bid Price Per Unit</b>	<b>BRAND Product #</b>	<b>UNIT PRICE</b>
<b>Chemical</b>	<b>BLEACH</b>	6/1 Gallons	30	Cases	\$8.32		
<b>Chemical</b>	<b>CHLORINE SANITIZER, CLEAN QUICK</b>	100 / BOX	100	Boxes	\$31.81	<b>SAMPLES REQUIRED</b>	
<b>Chemical</b>	<b>CHLORINE TEST STRIPS</b>	100 / BOX	200	Boxes	\$2.17	<b>SAMPLES REQUIRED</b>	
<b>Chemical</b>	<b>DELIMER</b>	"OLD LIMEY" OR Pre-approved Acceptable Alternative 4 / 1 GAL. CASE	40	Cases	\$28.54		
<b>Chemical</b>	<b>DETERGENT, POT &amp; PAN / Liquid for 3-comp Sinks</b>	4 / 1 Gallons	25	Cases	\$30.48		
<b>Chemical</b>	<b>DETERGENT, POT &amp; PAN DISPENSER PUMP SNAP PACK</b>	SSDC # 821463 OR Pre-approved Acceptable Alternative 2/ 1 GAL.	50	Cases	\$42.49		
<b>Chemical</b>	<b>DISHWASHER, DETERGENT PARAMOUNT</b>	SSDC # 821489 OR Pre-approved Acceptable Alternative 2 / 1 GAL. cs. LIQUID	50	Cases	\$60.01		
<b>Chemical</b>	<b>DISHWASHER, RINSE</b>	SSDC # 821475 OR Pre-approved Acceptable Alternative 2/ 1GAL./CS. LIQUID	50	Cases	\$57.82		
<b>Chemical</b>	<b>HAND WASH SOAP, ANTI- BACTERIAL</b>	GO JO #5162-03 OR Pre-approved Acceptable Alternative 3 / 1.25 LITER (42 OZ.)	50	Cases	\$43.89		