

Charles Butler, SNS  
Foodservice Director  
Mail: 30 Broadway  
Rockland, ME 04841  
Call: 207-542-9700  
cbutler@rsu13.org



**FRESH FRUIT AND VEGETABLE PROGRAM BID SECTION I - INVITATION FOR BID**

BID TYPE: Invitation for Bid - Vendor Cost plus Fixed Fee Pricing

BID CATEGORY: USDA Fresh Fruit & Vegetable Program Procurement & Preparation

BID CONTACT: Charles Butler, SNS                      Tel: 207-542-9700                      30 Broadway Ave  
CButler@rsu13.org                                      Fax: 207-596-2026                      Rockland, ME 04841

DATE BID ISSUED: September 16<sup>th</sup>, 2016

ESTIMATED VALUE: \$36,500

CONTRACT PERIOD: October 1, 2016 to June 30, 2017 with the option of two, one year renewals.

**VENDOR SPECIFICATIONS:**

1. Vendor must supply fresh produce & deliver 2 business days per week.
2. Vendor must distribute from a facility located within a 25 miles radius of 30 Broadway, Rockland.
3. Vendor must provide labor at no additional cost to wash, prepare & portion produce by classroom.
4. Vendor must comply with the USDA Fresh Fruit & Vegetable Program Handbook for Schools.
5. Vendor must provide support & documentation for the "Buy American" provision when requested.
6. Vendor's Distribution Facilities and operating practices must be in compliance with all Federal, State, and Local laws and regulations.

**BID PRICING:**

- All items by the Vendor will be priced at (Vendor's Cost + Vendor's Freight Cost) plus a Fix Fee.
- Fixed Fees will be set by the Vendor at the following price breaks per case:

\$00.01 - \$10.00	\$10.01 - \$15.00	\$15.01 - \$20.00	\$20.01 - \$30.00
\$30.01 - \$40.00	\$40.01 - \$50.00	\$50.01 - \$60.00	\$60.01 - OVER

**SUBMISSION & DELIVERY OF BID:**

- Print all completed bid packet forms, place in a sealed envelope, submit by September 29, 2016 to:  
  
Label seal envelope ""Fresh Fruit & Vegetable Program Bid Submission""

Charles Butler, School Nutrition Director  
South School, 30 Broadway, Rockland, ME 04841

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Foodservice Director  
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**BID AWARD:**

- The bid will be awarded no later than 5 working days after bid opening & notice will be sent via email to all vendors with accepted bid submissions.

**PUBLIC BID OPENING:**

September 30<sup>th</sup>, 2016 – 9:30 am  
School Nutrition Director  
South School  
30 Broadway  
Rockland, ME 04841

**REQUEST FOR BID SUBMISSIONS FOR REVIEW:**

- Request to receive copies of the bid submissions can be made by contacting Charles Butler at cbutler@rsu13.org after the bid opening.

**TO BE COMPLETED AND RETURNED BY THE BIDDING COMPANY**

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NAME OF COMPANY

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ADDRESS

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NAME OF SIGNING OFFICER (PRINT)

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TITLE

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AUTHORIZED SIGNATURE

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COMPANY CONTACT PERSON

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TELEPHONE

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DATE

## Federal

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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 responsible Agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or 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 discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at [How to File a Program Discrimination Complaint](#) 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).

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