

REQUEST FOR PROPOSALS

ADDENDUM # 2

ISSUED: 10/07/10

RFP NUMBER: CSP902511
INDEX NUMBER: LDC020

The State of Ohio, through the Department of Administrative Services, Office of Procurement Services, is requesting proposals for:

Produce: Fresh Fruits and Vegetables

Reason for Addendum: To change proposal due date from October 18, 2010 to November 8, 2010 and change inquiry period end date from October 8, 2010 to October 28, 2010.

PROPOSAL DUE DATE: November 8, 2010 by 1:00 p.m.

OPENING LOCATION: Department of Administrative Services
General Services Bid Desk
4200 Surface Road
Columbus, Ohio 43228-1395

REQUEST FOR PROPOSALS

RFP NUMBER: CSP902511
INDEX NUMBER: LDC020
UNSPSC CATEGORY: 5030000, 5040000

The state of Ohio, through the Department of Administrative Services, Office of Procurement Services, is requesting proposals for:

Produce: Fresh Fruits and Vegetables

RFP ISSUED: September 8, 2010
INQUIRY PERIOD BEGINS: September 8, 2010
INQUIRY PERIOD ENDS: October 28, 2010 at 8:00 a.m.
PROPOSAL DUE DATE: November 8, 2010 by 1:00 p.m.

Proposals received after the due date and time will not be evaluated.

OPENING LOCATION: Department of Administrative Services
Office of Procurement Services
ATTN: Bid Desk
4200 Surface Rd.
Columbus, OH 43228-1395

Offerors must note that all proposals and other material submitted will become the property of the state and may be returned only at the state's option. Proprietary information should not be included in a proposal or supporting materials because the state will have the right to use any materials or ideas submitted in any proposal without compensation to the offeror. Additionally, all proposals will be open to the public after the award of the contract has been posted on the State Procurement Web site. Refer to the Ohio Administrative Code, Section 123:5-1-08 (E).

This RFP consists of five (5) parts and thirteen (13) attachments, totaling 76 consecutively numbered pages. Please verify that you have a complete copy.

* Denotes change to proposal due date from October 18, 2010 to November 8, 2010 and change to inquiry period end date from October 8, 2010 to October 28, 2010.

PART ONE: EXECUTIVE SUMMARY

PURPOSE. This is a Request for Competitive Sealed Proposals (RFP) under Section 125.071 of the Ohio Revised Code (ORC) and Section 123:5-1-08 of the Ohio Administrative Code (OAC). The Department of Administrative Services (DAS), Office of Procurement Services, on behalf of listed state agencies, (the Agency), is soliciting competitive sealed proposals (Proposals) for Produce: Fresh Fruits and Vegetables. If a suitable offer is made in response to this RFP, the state of Ohio (State), through DAS, may enter into a contract (the Contract) to have the selected Offeror (the Contractor) perform all or part of the required Scope of Work (the Work). This RFP provides details on what is required to submit a Proposal for the Work, how the State will evaluate the Proposals, and what will be required of the Contractor in performing the Work.

This RFP also gives the estimated dates for the various events in the submission process, selection process, and performance of the Work. While these dates are subject to change, prospective Offerors must be prepared to meet them as they currently stand.

Once awarded, the term of the Contract will be from March 1, 2011 through February 28, 2013. The State may solely renew this Contract at the discretion of DAS for a period of one month. Any further renewals will be by mutual agreement between the Contractor and DAS for any number of times and for any period of time. The cumulative time of all mutual renewals may not exceed twenty-four (24) months unless DAS determines that additional renewal is necessary. Renewals are subject to and contingent upon the discretionary decision of the Ohio General Assembly to appropriate funds for this Contract in each new biennium. DAS may renew all or part of this Contract subject to the satisfactory performance of the Contractor and the needs of the Agency.

Any failure to meet a deadline in the submission or evaluation phases and any objection to the dates for performance of the Work may result in DAS refusing to consider the Proposal of the Offeror.

BACKGROUND. State agencies/institutions purchase fresh produce under a state contract awarded as a result of a competitive sealed bid. Agencies/institutions purchase approximately \$4,922,675.00 from the DAS produce contract in fiscal year 2010. Contract pricing includes delivery to state agencies and institutions.

OBJECTIVES. DAS has the following objectives that it wants this Work to fulfill, and it will be the Contractor's obligation to ensure that the personnel the Contractor provides are qualified to perform their portions of the Work.

The purpose of this RFP is to obtain a Contractor to supply and deliver fresh fruits and vegetables for food service at state of Ohio institutions. There are currently 49 state institutions receiving these products, and this new contract will be a mandatory contract for the State institutions.

CALENDAR OF EVENTS. The schedule for the RFP process is given below, and is subject to change. DAS may change this schedule at any time. If DAS changes the schedule before the Proposal due date, it will do so through an announcement on the State Procurement Web site area for this RFP. The Web site announcement will be followed by an addendum to this RFP, also available through the State Procurement Web site. After the Proposal due date and before the award of the Contract, DAS will make scheduled changes through the RFP addendum process. DAS will make changes in the Work schedule after the Contract award through the change order provisions located in the general terms and conditions of the Contract. It is each prospective Offeror's responsibility to check the Web site question and answer area for this RFP for current information regarding this RFP and its calendar of events through award of the Contract. No contact shall be made with agency/program staff until contract award is announced.

DATES:

Firm Dates

RFP Issued:	September 8, 2010
Inquiry Period Begins:	September 8, 2010
* Inquiry Period Ends:	October 28, 2010, at 8:00 a.m.
* Proposal Due Date:	November 8, 2010, by 1:00 p.m.

Estimated Dates

Contract Award Notification:	TBD
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NOTE: These dates are subject to change.

There are references in this RFP to the Proposal due date. Prospective Offerors must assume, unless it is clearly stated to the contrary, that any such reference means the date and time (Columbus, OH local time) that the Proposals are due.

Proposals received after 1:00 p.m. on the due date will not be evaluated.

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