

INVITATION TO BID

State of Ohio
Department of Administrative Services
General Services Division
Office of Procurement Services

The Original Signed Bid must be submitted to the Office of Procurement Services to receive consideration for award.		BIDDER NAME	
BID NUMBER <u>OT908215</u>	OPENING DATE (1:00 p.m.) <u>April 08, 2015</u>	STREET ADDRESS <input type="checkbox"/> Check if remit address is different and list on separate sheet	
General Services Division Office of Procurement Services 4200 Surface Road Columbus, OH 43228-1395 Attn: Bid Desk		CITY STATE ZIP	
		COUNTY	MBE/EDGE CERTIFICATE NUMBER
		TELEPHONE NO. ()	TOLL FREE NO. 1 - ()
		CONTACT PERSON	FAX NO. ()
REQ./INDEX NO. EDU008	BID NOTICE DATE 03/24/15	CONTRACTOR'S E-MAIL ADDRESS	
SELECT YOUR PREFERRED METHOD OF RECEIVING PURCHASE ORDERS AND ENTER THE E-MAIL OR FAX NUMBER INFORMATION (ONLY SELECT ONE METHOD)			
<input type="checkbox"/> E-Mail <input type="checkbox"/> Fax			
In addition to the standard terms for payment, the payment terms for state agency(ies) will be 2%, 10 Days, Net 30 Days unless otherwise stated in the following space. If no discount is offered, bidder should circle "Net 30 Days". ____%, ____Days, Net 30 Days			
<u>PARTICIPATING AGENCY(IES):</u> DEPARTMENT OF EDUCATION, OFFICE FOR SAFETY, HEALTH AND NUTRITION, 25 SOUTH FRONT STREET, MAILSTOP 303, COLUMBUS, OH 43215			
ADDENDUM FOR CHANGE ADDENDUM NO.: 2 REVISION DATE: 03/23/15			
<u>THE DEPARTMENT OF ADMINISTRATIVE SERVICES, OFFICE OF PROCUREMENT SERVICES IS SOLICITING BIDS FOR:</u> ASIAN-STYLE CHICKEN PRODUCTS, PROCESSED USING USDA COMMODITY CHICKEN			
Attached are pages 1, 5, 6 and 13 to this Invitation to Bid. Remove the corresponding page from the existing bid and replace with the attached.			
As indicated herein this addendum is issued to change the contract period from one year to three, July 01, 2015 - June 30, 2018.			

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		COUNTY	MBE/EDGE CERTIFICATE NUMBER
		TELEPHONE NO. ()	TOLL FREE NO. 1 - ()
		CONTACT PERSON	FAX NO. ()
REQ./INDEX NO. EDU008	BID NOTICE DATE 03/13/15	CONTRACTOR'S E-MAIL ADDRESS	
SELECT YOUR PREFERRED METHOD OF RECEIVING PURCHASE ORDERS AND ENTER THE E-MAIL OR FAX NUMBER INFORMATION (ONLY SELECT ONE METHOD) <input type="checkbox"/> E-Mail <input type="checkbox"/> Fax			
In addition to the standard terms for payment, the payment terms for state agency(ies) will be 2%, 10 Days, Net 30 Days unless otherwise stated in the following space. If no discount is offered, bidder should circle "Net 30 Days". ____%, ____Days, Net 30 Days			
PARTICIPATING AGENCY(IES): DEPARTMENT OF EDUCATION, OFFICE FOR CHILD NUTRITION, 25 SOUTH FRONT STREET, MAILSTOP 303, COLUMBUS, OH 43215			
MINORITY SET-ASIDE BID IN ACCORDANCE WITH ORC CH. 125.081			
THE DEPARTMENT OF ADMINISTRATIVE SERVICES, OFFICE OF PROCUREMENT SERVICES, IS SOLICITING BIDS FOR:			
ASIAN-STYLE CHICKEN PRODUCTS, PROCESSED USING USDA COMMODITY CHICKEN			
TERM OF CONTRACT: This Invitation to Bid is to establish a requirements contract to procure the described supplies or services on behalf of the above participating agency(ies). The agency(ies) may place orders against the Contract beginning <u>July 01, 2015</u> or upon the date when DAS signs the Contract, whichever is later in time. The Contract will expire <u>*June 30, 2018</u> unless DAS terminates the Contract based upon reasons set forth in Article I-C of the Standard Contract Terms and Conditions. No agencies may place purchase orders against the Contract beyond the expiration date unless DAS renews the Contract by amendment. The Contractor may begin performance under the Contract only upon receipt of a valid order from a participating agency.			
<u>INSTRUCTIONS TO BIDDERS AND CONTRACT TERMS AND CONDITIONS</u> , Revised 10/2013, are a part of this Invitation to Bid. Copies may be downloaded by clicking the link above. All prior versions of Instructions to Bidders, Contract Terms and Conditions are null and void.			
By submitting this Invitation to Bid, the Contractor certifies that Contractor has truthfully disclosed the location(s) where all services are to be performed; the location(s) where all applicable State contract data is to be maintained or made available; and the principal location of business for the Contractor and all subcontractors. The Contractor further certifies and acknowledges that Contractor will not change the country of the location(s) where services are performed and will not change the country of the location(s) where data is maintained or made available without prior written consent of the State.			
INQUIRIES: All inquiries should be submitted a minimum of five (5) working days prior to the bid opening date through the Procurement website, www.procure.ohio.gov . Click "Find it Fast," select "Doc/Bid/Schedule#" in Step 1, enter the Bid Number in Step 2, click "Find it Fast." The "Submit Inquiry" button is at the bottom of the Opportunity Detail page. Bidders will not receive a personalized e-mail response to their question, nor will they receive notification when the question is answered. Responses may be viewed by clicking the "View Q & A" button located beneath the "Submit Inquiry" button.			
		AUTHORIZED SIGNATURE (ORIGINAL SIGNATURE ONLY) (Please sign in blue ink)	DATE

The ORIGINAL signed Bid must be submitted to the Office of Procurement Services by 1:00 o'clock p.m., on the above listed opening date to receive consideration for award. It is requested that the Bidder NOT sign their bid in BLACK ink. BIDDER CERTIFIES, by signature affixed to its bid, that the information provided by it in its bid including the certified statements, is accurate and complete. Bidder declares to have read and understood and agrees to be bound by all of the instructions, terms, conditions and specifications of this Invitation to Bid and agrees to fulfill the requirements of any awarded contract at the prices bid.

* To change the contract period from one year to three.

EVALUATION: Bids will be evaluated in accordance with Article I-17 of the "Instructions, Terms, and Conditions for Bidding". There will be a taste testing of the samples submitted to determine acceptability. This will be conducted by a minimum, a ten (10) member panel composed of members of the Office for Child Nutrition staff, members of the Ohio Commodity Advisory Board and/or students from Ohio schools. Samples will be evaluated for appearance, color, flavor (taste) and texture. If product is deemed unacceptable as a result of the taste test, no further consideration for award shall be given. If the product sample submitted for the taste test exceeds the specifications, as stated in the bid and is presented as being the end product for the contract, then the sample shall be the standard for the entire contract with anticipated yields as projected and costs as stated. In addition, the bid will be evaluated according to the fee per pound for processing the specified finished product. One case of each product shall be used for bid evaluation to determine acceptability and the other case shall be used to verify and validate actual processed product received during the contract period. No further consideration may be given if the product sample submitted by a bidder fails to meet the evaluation criteria.

CONTRACT AWARD: The contract will be awarded to the lowest responsive and responsible bidder and by low lot total. Low lot total price shall be determined by dividing the pounds of a full truckload of USDA raw commodity for processing by the quoted minimum yield in pounds of finished product from the truckload and multiplying this by the processing fee per pound offered by the bidder. The extended prices of all line items in this bid will be added to obtain the low lot total. Failure to bid all commodity items in this bid may result in the bidder being deemed not responsive.

Third Party Administration

The Ohio Department of Education may notify the Contractor at any time that communication, administration, management, or any other function or responsibility of Ohio Department of Education have been, will be, or may be assigned to a third party for the duration or any other portion of the contract. Rights and responsibilities of the Contractor to any third party assignee of the Ohio Department of Education shall be congruent to the rights and responsibilities of the Contractor to the Ohio Department of Education itself, unless otherwise excepted by agreement or law.

* CONTRACT RENEWAL: Should the term contract be renewed beyond the June 30, 2018 expiration date, the prices offered for the third year of the contract shall be effective for the term of the renewal(s).

QUALITY CONTROL: The contractor shall make available, at the request of the Department of Education, Office for Child Nutrition, independent laboratory test results for each processed item from USDA commodity chicken. Samples shall be randomly drawn by OCN from a current production lot, or shall be a reference sample maintained by the processor. Tests of finished products may include but not be limited to, *Listeria*, *Monocytogenes*, *staphococcus*, *E. coli 0157:H7* and *Salmonella* as well as any extraneous matter and undercooking. All costs for testing shall be the responsibility of the contractor. Failure to meet the specification requirements will invalidate the awarded contract and will result in the contractor being liable for any financial losses incurred by the state of Ohio.

For the purpose of this requirement, the following definitions shall apply:

Batch of Chilled Chicken Legs: One (1) 36,000 lb. truckload of chilled chicken leg meat

USAGE REPORTS: Every six (6) months the contractor must submit a report (written or on disk) indicating sales generated by this contract. The report shall list usage by customer, by line item, showing the quantities/dollars generated by this contract. The report shall be forwarded to the Office of State Purchasing, 4200 Surface Road, Columbus, Ohio 43228-1395, Attn: Senthana Mehadrarasa.

* To change the contract period to June 30, 2018

SPECIFICATION

I. SCOPE AND CLASSIFICATION

* A. Scope

The purpose of this bid is to obtain a contractor to process United States Department of Agriculture (USDA) commodity chicken into Asian-style chicken dishes for the Ohio Department of Education, Office for Child Nutrition (OCN). It is anticipated that approximately 300,000 lbs. of USDA commodity chicken will be made available by the USDA to the state of Ohio annually, if market conditions warrant. It is anticipated that product will become available between July 1, 2015 and June, 2018. The quantity specified is based on anticipated product availability from the USDA and the State of Ohio is not obligated to request processing in these or any other quantity. The USDA will deliver the commodity chicken to the contractor and the contractor shall deliver processed products to the three or four cold storage facilities in the State in the course of each school year. Bid pricing (fee for processing per pound of finished product) shall include all transportation charges for delivery of processed product to cold storage facilities, the cost of USDA certification service, and any other costs associated with providing the specified products. The term of any ensuing contract shall be for a period of thirty-six (36) months, from July 1, 2015 through June 30, 2018.

B. Classification

1. Asian-style chicken, battered, breaded, pre-cooked, frozen, covered with tangy sauce
2. Asian-style chicken, pre-cooked, frozen, covered with Teriyaki sauce

II. REQUIREMENTS

A. USDA commodity description

1. USDA commodity "A" chicken leg meat, Material Code 100113 (A518)
 - a. Class: Broiler/Fryer
 - b. Style: Legs, fresh chilled, ready-to-cook, non-basted
 - c. Neck and Giblets: Without neck and giblets
 - d. Weight Range: Shall be between five (5) to twenty (20) ounces (141.75 to 566.99 g) each or be produced from ready-to-cook whole chicken weighing two (2) to eight (8) pounds (907.19 to 3,628.74 g) without neck and giblets.
 - e. U.S. Grade: Product shall meet all applicable USDA specifications for USDA commodity code A518 chicken legs.
 - f. Type: Type I, fresh, chilled, ready-to-cook
 - g. The ready-to-cook chickens will be delivered to the processing plant at an internal temperature of not higher than forty (40) degrees F. (4.4 degrees C.) and not lower than twenty-eight (28) degrees F. (-2.2 degrees C.). Destination temperature shall be taken in the drumstick or legs.

* To change the contract period from one year to three.

YOUR BID:

ALL BLANKS BELOW MUST BE COMPLETED

Bidders shall not insert a unit price more than 3 digits after the decimal point. Digit(s) beyond 3, after the decimal point, shall be dropped by Procurement Services and not used in the evaluation or any subsequent award.

ASIAN-STYLE CHICKEN, BATTERED, BREADED, PRE-COOKED, WITH TANGY SAUCE, FROZEN

OAKS ITEM ID	END PRODUCT	COMMODITY WT. PER TL	MINIMUM YIELD*	FEE FOR PROCESSING (PER POUND OF END PRODUCT)
	Asian-style chicken battered, breaded, pre-cooked, frozen, covered with tangy sauce.	USDA Chicken legs, Mat. Code 100113, 36,000 lbs.	44,500 lbs.	FIRST YEAR (07/01/15-06/30/16) \$ _____ per lb.
SECOND YEAR (07/01/16-06/30/17) \$ _____ per lb.				
THIRD YEAR (07/01/17-06/30/18) \$ _____ per lb.				

Case pack offered: _____ lb per case Case Weight Offered (lbs.) _____

Number of Servings Per Case _____

ASIAN-STYLE CHICKEN, PRE-COOKED, COVERED WITH TERIYAKI SAUCE, FROZEN

OAKS ITEM ID	END PRODUCT	COMMODITY WT. PER TL	MINIMUM YIELD*	FEE FOR PROCESSING (PER POUND OF END PRODUCT)
	Asian-style chicken, pre-cooked, covered with Teriyaki sauce, frozen.	USDA Chicken legs, Mat. Code 100113, 36,000 lbs.	33,500 lbs.	FIRST YEAR (07/01/15-06/30/16) \$ _____ per lb.
SECOND YEAR (07/01/16-06/30/17) \$ _____ per lb.				
THIRD YEAR (07/01/17-06/30/18) \$ _____ per lb.				

Case pack offered: _____ lb per case Case Weight Offered (lbs.) _____

Number of Servings Per Case _____

** Product(s) packaging contains recycled material: Yes No; If yes, _____%

* Minimum yield under this contract is the percentage of finished product weight returned to the state on weight of USDA commodity chicken

** Shall not be included in evaluation