

INVITATION TO BID-PRODUCE

SECTION I

A. Type of Contract:

1. All bid prices are **firm** for the contract period, unless prior written consent by District #186.
2. The agreement resulting from this solicitation will be in effect for a term of three years. Contract starting on July 28, 2025 and ending on June 30, 2029.
3. Awarded vendor is to furnish fresh produce and deliver directly to each school listed on the attached sheet.
4. Proposal is a fixed fee per case, or bag (identified on the spreadsheet) plus the current "Shipper's Quote, Broker Quote, or Area Market Report" (state on spreadsheet which report you will use.)
5. It is understood that produce prices fluctuate from week to week. This document should be completed with the CURRENT PRICE using the period of **June 23, 2025, - June 27, 2025.**
6. Weekly produce prices are due every Friday, except when school is closed. On Friday, prices may be emailed by 12:00 noon. Pricing must be market price plus fixed fee.

B. Bidding Instructions:

1. Each bidder, by submitting a bid, represents that the bidder *understands fully* the bidding documents and is able to fulfill the requirements of the bid. Oversights and errors will not relieve the bidder of requirements contained in the bids.
2. Written inquiries relating to bid items specifications should be directed to:

Megan McMillan, Food Service Director
530 West Reynolds
Springfield, IL 62702
mmcmillan@sps186.org

C. Bidding Conditions & Instructions:

1. Buy American Clause:
 - a. The vendor shall purchase, to the maximum extent practicable, domestic commodities or products, which are either an agricultural commodity, produced in the United States or a food product processed in the United States substantially using agricultural commodities produced in the United States (U.S.).
 - b. The vendor shall certify the percentage of U.S content in the products supplied to the school food authority (SFA).
 - c. The SFA reserves the right to review purchase records to ensure compliance with the Buy American provision in 7CFR Part 250.

2. Quantities of items specified are estimates for a 6-month period only.
3. District #186 reserves the right to accept or reject any and all bids.
4. District #186 reserves the right to terminate the contract any time for due cause, which includes, but is not limited to incomplete and/or unsatisfactory service, and/or unsatisfactory quality of products.
5. Bids received late will not be considered.
6. District #186 reserves the right to request bid prices on any new products, which may become available during the contract year.
7. One hundred percent of all line items must be bid to be considered.
8. Bids on all items shall be on the product specified, unless substitutions have been pre-approved.
9. All fresh fruits and vegetables must be ripe and in good condition when delivered and must be ready for consumption.
10. Fruits and vegetables should have characteristic color and good flavor and be well-shaped and free from scars and bruises.
11. District #186 reserves the right to change brands during the contract period and will request bid pricing when applicable.
12. Unit prices shall include delivery. ALL prices must be quoted F.O.B. delivery sites.
13. Bidders must be able to supply other types of fresh fruits and vegetables for our Fruit and Vegetable Grant Program. These may be produce items not on the original bid. These items should be priced with a competitive price.
14. Bidders must submit their bid on a flash drive and a paper copy using the Excel spreadsheet provided.
15. All bids and information need to be submitted in a sealed envelope.

D. Deliveries:

1. Deliveries shall be made no less than once a week to the following locations. Some locations will require twice a week delivery. Please see enclosed attachment. Complete with bid an estimated day and time of delivery for each of our schools.
2. ALL deliveries are to be made between the hours of operation for each of the schools on days when school is in session. Regular delivery dates and times, and

alternate delivery dates and times, shall be *coordinated* with the Food Service Office.

3. ALL deliveries shall be accompanied by a priced delivery invoice which includes but is not limited to invoice number, quantities of each item delivered, product code, price per item, and extended price.
4. Produce must be delivered to the specified area and must be received by a designated representative of the Food Service Department. A two part signed invoice copy must be left with the Food Service Department at the time of delivery.
5. Discrepancies on deliveries shall be documented on the invoice at the time of delivery. Credit memos must be mailed or emailed within two days of initial delivery.
6. The Food Service Office **must** be advised of product shortages or substitutions in advance of delivery. Substitutions must be approved by the Director of Food Service or designee prior to delivery and must be equal or higher in quality at no additional charge.
7. At the time of delivery, Food Service Management may refuse to accept damaged, broken, or dirty products. Successful bidder will be responsible in replacing the refused product by next day. Any shortages or discrepancies on the vendor's part should be corrected by next day. If there is an ordering error on the part of the Food Service Department all effort by the vendor should be made to help in correcting the problem.
8. Produce must be delivered in clean, well-maintained, refrigerated trucks.

E. Ordering

1. All orders will be placed on a weekly basis. Bidders must submit the procedures that will be used in submitting orders for the district.

F. Substitutions:

1. Any substitution shall include a complete description of the product, nutritional value and packaging, and **must** be pre-approved.
2. Pre-approved product substitutes must be priced at the same unit bid price or less of the product being substituted.

G. Information:

1. The successful bidder agrees to provide District #186 monthly usage information for the entire District. Usage will be on both bid and non-bid items.
2. The vendor agrees to allow authorized representatives of District #186

or its independent auditor and/or the auditors from the State Board of Education to audit vendor's purchasing and accounting records to the extent necessary to verify the accuracy of the successful bidder's cost.

3. If unable to attend bid opening and results are desired, please enclose a stamped, self-addressed envelope with your bid. In accordance with purchasing policies, price results will be open to the public in the purchasing office.

INSTRUCTIONS FOR COMPLETING VENDER BID PORTION

Produce Bid Instructions: Complete Yellow section only.

- 1 List Brand name of product.
- 2 Only list pack size if different then pack size on information sheet.
- 3 Only list if different then description in information's sheet.

Blue section is for district calculations. Please do not complete.

SPRINGFIELD PUBLIC SCHOOLS PRIME VENDER BID

INFORMATION SHEET FOR BIDDER						TO BE COMPLETED BY BIDDER							
ITEM	BRAND NAME PREFERRED	PACK SIZE	DESCRIPTION OR UPC#	6 month usage	RAND NAME VENDERS IS BIDDING	Pack Size	DESCRIPTION OR UPC#	SPLIT ABLE		Case Price	Case amount	Total Cost	
PRODUCE	These are the Brand names preferred by district	Pack Size of preferred brand		Usage during 6 school months	List distributor choice brand name	Pack size of product bid. List if different	Only list if different then description listed.	Current Vendor's cost as of May 1 2015	Plus FEE per case/pkg	Current Price plus fee per case			
Iceburg/Romaine Mix 15% Roma	Distributors Choice	5#	Grade U.S. Fancy Pre Mixed	2220 pkgs	Club Chef			\$ 10.60	\$ 1.75	\$ 12.35	2220	\$ 27,417.00	
											total	\$ 27,417.00	

SPRINGFIELD PUBLIC SCHOOLS PRIME VENDER BID

INFORMATION SHEET FOR BIDDER					TO BE COMPLETED BY BIDDER							
ITEM	BRAND NAME PREFERRED	PACK SIZE	DESCRIPTION OR UPC#	6 month usage	RAND NAME VENDERS IS BIDDING	Pack Size	DESCRIPTION OR UPC#	Vendor's cost as of 4/1-4/7		Case Price	Case amount	Total Cost
PRODUCE	These are the Brand names preferred by district	Pack Size of preferred brand		Usage during 6 school months	List distributor choice brand name	Pack size of product bid. List if different	Only list if different then description listed.	list Report used for this bid	Plus FEE per Unit listed	Current Price plus fee per case		
Iceburg/Romaine Mix 50/50	Distributors Choice	1/5#	Grade U.S. Fancy Pre Mixed	3100 pkgs						\$ -	3100	\$ -
Shredded Lettuce Fresh - 1/8"	Distributors Choice	1/5#	Grade U. S. Fancy Green not soft	1000/pkgs						\$ -	1000	\$ -
Cabbage Shredded w/Carrots	Distributors Choice	5#	Grade U.S. Fancy	450 pkgs						\$ -	450	\$ -
Spinach Cello Fresh	Distributors Choice	2.5#	Grade extra No.1	750 pkgs						\$ -	750	\$ -
Romaine Lettuce Chopped Fresh	Distributors Choice	2#	Pre cut Grade U.S Fancy. No. 1	2000 pkgs						\$ -	2000	\$ -
Bibb lettuce	Distributors Choice	12 ct	Grade U.S. Fancy	60 cs						\$ -	60	\$ -
Leaf, Green Crown	Distributors Choice	10#	Grade U.S. Fancy	60 cs						\$ -	60	\$ -
Baby Whole Carrots	Distributors Choice	5#	Peeled/Grade U.S. #1	1200 pkgs						\$ -	1200	\$ -
Carrots, Baby Whole Rainbow, Peeled	Distributors Choice	5#	Grade U.S. Fancy, Diameter not less than 1/2"	130 pkgs						\$ -	130	\$ -
Carrot Sticks Fresh pre cut	Distributors Choice	5#	Grade U.S. Fancy	400 pkgs						\$ -	400	\$ -
Celery Sticks Fresh Pre cut stalks	Distributors Choice	5#	Grade extra No.1	1100 pkgs						\$ -	1100	\$ -
Carrots, Shredded	Distributors Choice	5#	Grade U.S. Fancy	100 pkgs						\$ -	100	\$ -
Cauliflower Florets Fresh	Distributors Choice	3#	Grade extra No.1	800 pkgs						\$ -	800	\$ -
Broccoli Florets Fresh	Distributors Choice	3#	Grade U.S. Fancy	1100 pkgs						\$ -	1100	\$ -
Cucumber 24ct	Distributors Choice	24 each	Grade U.S. Fancy Well colored, formed	150 cs						\$ -	150	\$ -
Cucumber	Distributors Choice	6/pkg	Grade U.S. Fancy Well colored, formed	650 pkgs						\$ -	650	\$ -
Kohlrabi	Distributors Choice	12 ct	Grade U.S. Fancy	100 cs						\$ -	100	\$ -
Radishes Red Fresh	Distributors Choice	1#	Grade U.S. #1 Fairly Clean & Well Shaped	100 pkgs						\$ -	100	\$ -
Yellow Onions Jumbo Fresh	Distributors Choice	10#	Grade extra No.1 Mature/Fairly Well	110 pkgs						\$ -	110	\$ -
Green Peppers Large Fresh	Distributors Choice	6 ct	Grade U.S. Fancy	800 pkgs						\$ -	800	\$ -
Red Peppers, Large Fresh	Distributors Choice	6 ct.	Grade U.S. Fancy	450 pkgs						\$ -	450	\$ -
Yellow Peppers, Large Fresh	Distributors Choice	6 ct.	Grade U.S. Fancy	250 pkgs						\$ -	250	\$ -
Tomatoes 5 x 6	Distributors Choice	10#	Grade U.S. #1 Mature/not overripe or soft	300 cs						\$ -	300	\$ -
Tomatoes 5 x 6 Fresh 2 layer	Distributors Choice	20#	Grade U.S. #1 Mature/not overripe or soft	100 cs						\$ -	100	\$ -
Tomatoes, Regular Roma	Distributors Choice	25#	Grade U.S. #1 Mature/not overripe or soft	80 cases						\$ -	80	\$ -
Tomatoes Grape Fresh	Distributors Choice	12pt	Grade U.S. #1 Mature/not overripe or soft	350 cs						\$ -	350	\$ -
Zucchini Coins	Distributors Choice	5#	Grade U.S. Fancy	120 pkgs						\$ -	120	\$ -
Pears	Distributors Choice	120/cs	Grade U.S. Extra Fancy	550 cs						\$ -	550	\$ -
Pears, Red	Distributors Choice	22#	Grade U.S. Extra Fancy	100 cs						\$ -	100	\$ -
Cantaloupe Fresh	Distributors Choice	9-15/cs	Grade U.S. Fancy--uniform appearance	350 cs						\$ -	350	\$ -

SPRINGFIELD PUBLIC SCHOOLS PRIME VENDER BID

Honey Dew Melons	Distributors Choice	5-6/cs	Grade U.S. Fancy---mature well formed	200 cs						\$ -	200	\$ -
White Seedless Grapes Fresh	Distributors Choice	18#/cs	Grade U.S. Fancy, mature/not overripe	160 cs						\$ -	160	\$ -
Red Seedless Grapes Fresh	Distributors Choice	18#/cs	Grade U.S. Fancy, mature/not overripe	550 cs						\$ -	550	\$ -
Red Delicious Apples 125 ct Fresh	Distributors Choice	125/cs	Grade U.S. Extra Fancy	500 cs						\$ -	500	\$ -
Apples Pre Sliced and Ind. Pack	Distributors Choice	100/cs	2 oz, Grade U.S. Extra Fancy	1700 cs						\$ -	1700	\$ -
Bananas-Single Serving Petite	Distributors Choice	150 ct.	Grade No. 2	1100 cs						\$ -	1100	\$ -
Oranges Fresh 113 count	Distributors Choice	113/cs	Grade U.S. Fancy Mature Smooth texture	550 cs						\$ -	550	\$ -
Oranges Fresh	Distributors Choice	125-138 ct	Grade U.S. Fancy Mature Smooth texture	250 cs						\$ -	250	\$ -
Clementines	Distributors Choice	10/3#	Grade U.S. Fancy Mature Smooth texture	100 cs						\$ -	100	\$ -
Tangerines	Distributors Choice	100 ct	Grade U.S. Fancy Mature Smooth texture	100 cs						\$ -	100	\$ -
Kiwi	Distributors Choice	36 ct	Grade U.S. Fancy	125 cs						\$ -	125	\$ -
Nectarines	Distributors Choice	25#	Grade U.S. #1 Mature/not overripe or seedless	20 cs						\$ -	20	\$ -
Plums, Black	Distributors Choice	28#	Grade U.S. #1 Mature/not overripe or seedless	100 cs						\$ -	100	\$ -
Plums, Red	Distributors Choice	28#	Grade U.S. #1 Mature/not overripe or seedless	100 cs						\$ -	100	\$ -
Pomelo	Distributors Choice	12-14 ct	Grade U.S. #1 Mature/not overripe or seedless	125 cs						\$ -	125	\$ -
Strawberries	Distributors Choice	8 ct	Grade U.S. Fancy Well colored, formed	150 cs						\$ -	150	\$ -
Watermelon, seedless	Distributors Choice	1 ct 4#	Grade U.S. Fancy	600 each						\$ -	600	\$ -
Watermelon Chunks	Distributors Choice	5#	Grade U.S. Fancy, Fresh cut, no juice	450 pkgs						\$ -	450	\$ -
Pineapple Chunks	Distributors Choice	5#	Grade U.S. Fancy, Fresh cut, no juice	200 pkgs						\$ -	200	\$ -
Honey Dew Melons Chunks	Distributors Choice	5#	Grade U.S. Fancy, Fresh cut, no juice	200 pkgs						\$ -	200	\$ -
Potato Bakers 90/ct Fresh	Distributors Choice	40#	Grade U.S. #1 Fairly Clean & Well Shaped	25 cs						\$ -	25	\$ -
Jicama Sticks	Distributors Choice	5#	Grade U.S. Fancy Well colored, formed	350 pkgs						\$ -	350	\$ -
Sweet Potato Sticks	Distributors Choice	5#	Grade U.S. Fancy Well colored, formed	300 pkgs						\$ -	300	\$ -
											total	\$ -

Vendor School Information Sheet					
SCHOOL NAME	Address	Number of Deliveries Needed	Hours of Operation	List estimated day/s of delivery	List estimated time/s of delivery
Addams Elementary	10 Babiak Lane 62702	Once a Week Delivery	6:00 a.m.-2:00 p.m.		
Blackhawk Elementary	2500 S. College 62704	Once a Week Delivery	6:00 a.m.-2:00 p.m.		
Butler Elementary	1701 S. MacArthur 62704	Once a Week Delivery	6:00 a.m.-2:00 p.m.		
Dubois Elementary	120 S. Lincoln 62704	Once a Week Delivery	6:00 a.m.-2:00 p.m.		
Enos Elementary	524 W. Elliott 62702	Once a Week Delivery	6:00 a.m.-2:00 p.m.		
Fairview Elementary	2200 Ridgely 62702	Once a Week Delivery	6:00 a.m.-2:00 p.m.		
Hazel Dell Elementary	850 W. Lake Shore Dr. 62707	Once a Week Delivery	6:00 a.m.-2:00 p.m.		
Iles Elementary	1700 S. 15th 62703	Once a Week Delivery	6:00 a.m.-2:00 p.m.		
Laketown Elementary	1825 Lee 62703	Once a Week Delivery	6:00 a.m.-2:00 p.m.		
Marsh Elementary	1100 Avon Drive 62704	Once a Week Delivery	6:00 a.m.-2:00 p.m.		
Matheny/Withrow Elementary	1200 Pope St. 62703	Once a Week Delivery	6:00 a.m.-2:00 p.m.		
McClernand Elementary	801 N. 6th St. 62702	Once a Week Delivery	6:00 a.m.-2:00 p.m.		
Ridgely Elementary	2040 N. 8th 62702	Once a Week Delivery	6:00 a.m.-2:00 p.m.		
Sandburg Elementary	2051 Wabash 62704	Once a Week Delivery	6:00 a.m.-2:00 p.m.		
Southern View Elementary	3338 S. 5th 62703	Once a Week Delivery	6:00 a.m.-2:00 p.m.		
Lee Elementary	1201 Bunn Ave. 62703	Once a Week Delivery	6:00 a.m.-2:00 p.m.		
Lindsay Elementary	3600 Fielding Rd. 62707	Once a Week Delivery	6:00 a.m.-2:00 p.m.		
Ball Charter Elementary	2530 E. Ash 62707	Once a Week Delivery	5:30 a.m.-1:30 p.m.		
Graham Elementary	900 W. Edwards 62704	Once a Week Delivery	6:00 a.m.-2:00 p.m.		
Wilcox Elementary	2000 Hastings 62702	Once a Week Delivery	6:00 a.m.-2:00 p.m.		
Harvard Park Elementary	2501 S. 11th 62703	Once a Week Delivery	6:00 a.m.-2:00 p.m.		
Feitshans Elementary	1101 S. 15th 62703	Twice a Week Delivery	6:00 a.m.-2:00 p.m.		
Jefferson Middle School	3001 Allis 62703	Twice a Week Delivery	5:30 a.m.-1:30 p.m.		
Lincoln Magnet Middle School	300 S. 11th 62703	Twice a Week Delivery	5:30 a.m.-1:30 p.m.		
Franklin Middle School	1200 Outer Park Dr. 62704	Twice a Week Delivery	5:30 a.m.-1:30 p.m.		
Grant Middle School	1800 W. Monroe 62704	Twice a Week Delivery	5:30 a.m.-1:30 p.m.		
Washington Middle School	2300 E. Jackson 62703	Twice a Week Delivery	5:30 a.m.-1:30 p.m.		
Lanphier High School	1300 N. 11th 62702	Twice a Week Delivery	5:30 a.m.-1:30 p.m.		
Springfield High School	101 S. Lewis 62704	Twice a Week Delivery	5:30 a.m.-1:30 p.m.		
Southeast High School	2350 E. Ash 62703	Twice a Week Delivery	5:30 a.m.-1:30 p.m.		
Lawrence Adult Center	101 E. Laurel 62704	Once a Week Delivery	7:00 a.m.- 1:30 p.m.		
Early Learning Center	2501 S. 1st 62704	Once a Week Delivery	6:30 a.m.-2:30 p.m.		

INFORMATION SHEET FOR BIDDER

ITEM	BRAND NAME PREFERRED	PACK SIZE	DESCRIPTION OR UPC#	6 month usage	DOD Usage
PRODUCE	These are the Brand names preferred by district	Pack Size of preferred brand		Usage during 6 school months	
Salad Mix 50/50	Distributors Choice	1/5#	Grade U.S. Fancy	1926	
Shredded Lettuce -1/8"	Distributors Choice	4/5#	Grade U. S. Fancy Green not soft	0	27
Shredded Lettuce	Distributors Choice	1/5#	Grade U. S. Fancy Green not soft	806	
Slaw Mix	Distributors Choice	1/5#	Grade U.S. Fancy	366	72
Romaine, chopped	Distributors Choice	2# bg	Grade U.S. Fancy	0	75
Romaine, chopped	Distributors Choice	2# bg	Grade U.S. Fancy	1548	
Romaine, chopped	Distributors Choice	6/2# bg	Grade U.S. Fancy	0	75
Bibb Lettuce	Distributors Choice	12 ct	Grade U.S. Fancy	66	
Leaf, Green Crown	Distributors Choice	10#	Grade U.S. Fancy	54	
Baby Whole Carrots--Ind.	Distributors Choice	100/cs	Peeled/Grade U.S. #1 Ind. portioned 2.0 oz	970	0
Baby Whole Carrots	Distributors Choice	5#	Peeled/Grade U.S. #1	0	77
Broccoli Florets	Distributors Choice	4/3#/cs	Grade U.S. Fancy	0	21
Broccoli Floret's	Distributors Choice	1/3#	Grade U.S. Fancy	890	74
Carrots	Distributors Choice	4/5#	Grade U.S. Fancy Diameter not less then 3/4"	0	31
Carrot, Rainbow color,Peeled	Distributors Choice	5#	Grade U.S. Fancy Diameter not less then 3/4"	130	
Carrots, Shredded	Distributors Choice	5#	Grade U.S. Fancy	96	
Celery	Distributors Choice	3/pkg	Grade extra No.1 Midrib length not less then 7	0	
Carrot Sticks	Distributors Choice	5#	Grade U.S. Fancy	264	61
Carrot Sticks	Distributors Choice	2/5#	Grade U.S. Fancy	0	35
Celery Sticks	Distributors Choice	5#	Grade extra No.1	866	137
Celery Sticks	Distributors Choice	2/5#	Grade extra No.1	0	43
Cauliflower Floret's	Distributors Choice	1/3#	Grade extra No.1	708	
Spinach	Distributors Choice	4/2.5#	Grade extra No.1	634	20
Cucumber 24ct	Distributors Choice	24 each	Grade U.S. Fancy Well colored, formed/firm	164	
Cucumber	Distributors Choice	1/5#	Grade U.S. Fancy Well colored, formed/firm		28
Cucumber 6ct	Distributors Choice	6 pkg	Grade U.S. Fancy Well colored, formed/firm	624	
Cauliflower	Distributors Choice	head	Grade extra No.1 Color White or Cream	0	
Onions, Diced	Distributors Choice	5#	Grade extra No.1	0	21
Yellow Onions	Distributors Choice	10#	Grade extra No.1 Mature/Fairly Well	104	
Kohlrabi	Distributors Choice	12ct	Grade U.S. Fancy	118	
Green Peppers	Distributors Choice	5#	Grade U.S. Fancy	0	46
Green Peppers 6ct	Distributors Choice	6 ct	Grade U.S. Fancy	544	
Red Peppers 6 ct	Distributors Choice	6 ct	Grade U.S. Fancy	452	
Yellow Peppers 6 ct	Distributors Choice	6 ct	Grade U.S. Fancy	206	
Mushroom, slice 1/4"	Distributors Choice	10#	Grade U.S. Fancy	64	12
Tomatoes	Distributors Choice	10#	Grade U.S. #1 Mature/not overripe or soft	270	70
Tomatoes	Distributors Choice	20#	Grade U.S. #1 Mature/not overripe or soft	240	
Tomatoes, Regular Roma	Distributors Choice	25#	Grade U.S. #1 Mature/not overripe or soft	80	9
Tomatoes, 5x6	Distributors Choice	20#	Grade U.S. #1 Mature/not overripe or soft	50	
Tomatoes, grape	Distributors Choice	12 ct	Grade U.S. #1 Mature/not overripe or soft	0	49
Radish	Distributors Choice	1# bg	Grade U.S. #1 Fairly Clean & Well Shaped	104	
Zucchini Coins	Distributors Choice	5#	Grade U.S. Fancy	118	
Cilantro	Distributors Choice	6ct/1#	Grade U.S. Fancy	0	2
Pears	Distributors Choice	120/cs	Grade U.S. Extra Fancy	474	75

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Pears, Red	Distributors Choice	22#	Grade U.S. Extra Fancy	78	
Cantaloupe	Distributors Choice	15/cs	Grade U.S. Fancy---uniform appearance 12 ct	294	38/12ct
Honey Dew Melons	Distributors Choice	5-6/cs	Grade U.S. Fancy---mature well formed	182	14
Red Seedless Grapes 18#	Distributors Choice	18#	Grade U.S. #1 Mature/not overripe or soft	458	72
White Grapes 18#	Distributors Choice	18#	Grade U.S. #1 Mature/not overripe or soft	142	19
Apple Slices	Distributors Choice	100/2oz	Grade U.S. Fancy	1256	356
Red Delicious Apples	Distributors Choice	125/cs	Grade U.S. Extra Fancy	330	159
Granny Smith Apples	Distributors Choice	125-138 cs	Grade U.S. Extra Fancy	84	114
Bananas-Petite	Distributors Choice	40#	Grade No. 2	0	
Oranges	Distributors Choice	113/cs	Grade U.S. Fancy Mature Smooth texture	250	31
Oranges	Distributors Choice	125-138 ct	Grade U.S. Fancy Mature Smooth texture	208	23
Clementines	Distributors Choice	10/3#	Grade U.S. Fancy Mature Smooth texture	72	
Tangerines	Distributors Choice	100 ct	Grade U.S. Fancy Mature Smooth texture	92	
Kiwi	Distributors Choice	36 ct	Grade U.S. Fancy	124	
Nectarines	Distributors Choice	25#	Grade U.S. #1 Mature/not overripe or soft	92	
Plums, Black	Distributors Choice	28#	Grade U.S. #1 Mature/not overripe or soft	72	22
Plums, Red	Distributors Choice	28#	Grade U.S. #1 Mature/not overripe or soft	546	
Pomelo	Distributors Choice	12-14 ct	Grade U.S. #1 Mature/not overripe or soft	134	
Strawberries	Distributors Choice	8 ct	Grade U.S. Fancy Well colored, formed/firm	0	59
Lemons	Distributors Choice	12 ct	Grade U.S. Fancy	0	18
Watermelon, seedless	Distributors Choice	1ct	Grade U.S. Fancy	628	10
Watermelon Chunks	Distributors Choice	5#	Grade U.S. Fancy, Fresh cut, no juice	202	266
Pineapple Chunks	Distributors Choice	5#	Grade U.S. Fancy, Fresh cut, no juice	190	
Honey dew Chunks	Distributors Choice	5#	Grade U.S. Fancy, Fresh cut, no juice	202	
Bakers 100/ct	Distributors Choice	50#	Grade U.S. #1 Fairly Clean & Well Shaped	6	13
Sweet Potato Sticks	Distributors Choice	5#	Grade U.S. #1 Fairly Clean & Well Shaped	228	62
Jicama Sticks,	Distributors Choice	5#	Grade U.S. #1 Fairly Clean & Well Shaped	296	44

BIDDER CHECK LIST

Check

1 Flash Drive or CD-Rom with the following information.

2 Produce Bid.

3 Pass Thru Commodity Bid.

4 Frozen/Refrigerated Bid.

5 Dry Foods Bid.

6 Disposable and Cleaning Bid.

7 Product information sheets on all Distributor's Choice items and non preferred products.

8 Estimated delivery Dates and Times for each school.

9 Detailed procedure on how orders will be submitted.

10 The percentage amount over cost that will be charged for items not on original bid.

Produce Bid Instructions: Complete Yellow section only.

- 1 List Brand name of product.
- 2 Only list pack size if different then pack size on information sheet.
- 3 Only list if different then description in information's sheet.
- 4 Mark yes or no if case is split able.
- 5 List the percentage amount over market price that will be used for pricing.
- 6 List current case price using the percentage over market cost as of April 15, 2010
- 7 List current unit price (if case is split able) using the percentage over market cost as of April 15, 2010

Commodity Pass Thru /Net Off Bid Instructions

- 1 **No Substitutions will be accepted.**
- 2 Put case price amount before the Net off amount in the Yellow section.

**Master Bid Sheet. Includes Frozen/Refrigerated--Dry Goods--Disposal-Cleaning
Complete Yellow Section only**

- 1 List Brand name if product is not the preferred brand.
If product is distributors choice or not the preferred brand product information **MUST** accompany bid.
- 2 Only list if pack size is different then pack size on information sheet. Leave blank if same pack size.
- 3 Mark if you have included with your bid information on a distributor's choice or different brand. If you are bidding the product that is preferred no information is needed.
- 4 Mark yes or no if case is split able.
- 5 List case price.
- 6 If product is split able list the unit price if there is an up charge for breaking a case.

Blue section is for district calculations. Please do not complete.

SAMPLE SHEET														
INFORMATION SHEET FOR BIDDERS					INFORMATION TO BE COMPLETED BY BIDDER									
ITEM	BRAND NAME PREFERRED	PACK SIZE	DESCRIPTION OR UPC#	month use	BRAND NAME VENDERS IS BIDDING	Pack Size	DESCRIPTION OR UPC#	SPLIT ABLE	Case Price	Unit Price	Case amount	Total Cost	split able Qty	Total Cost
	These are the Brand names preferred by district	Pack Size of preferred brand		Usage during 6 school months	List distributor choice brand name and list if brand name is different then preferred. Only list if different.	Pack size of product bid. List if different	Only list if different then preferred brand	If case can be split able list Yes or No		Unit price if case is split able				
Swiss Cheese, Imitation slice	Distributors Choice	4/5#	Imitation swiss/160 slices per 5#	10 cases	160 EZ-Pick Slice American cheese Sub.		0-30900-40027	Yes	25.3	10.15	10	253	40	406

INFORMATION SHEET FOR BIDDER					TO BE COMPLETED BY BIDDER							
ITEM	BRAND NAME PREFERRED	PACK SIZE	DESCRIPTION OR UPC#	month usage	BRAND NAME VENDERS IS BIDDING	Pack Size	DESCRIPTION OR UPC#	SPLIT ABLE	% amount over Market Price	Case Price	Unit Price	DOD Usage
PRODUCE	These are the Brand names preferred by district	Pack Size of preferred brand		Usage during 6 school months	List distributor choice brand name	Pack size of product bid. List if different	Only list if different then description listed.	If case can be split able list Yes or No		Current pricing as of April 15, 2010	Unit price if case is split able	
Salad Mix 50/50	Distributors Choice	1/5#	Grade U.S. Fancy	1926								
Shredded Lettuce -1/8"	Distributors Choice	4/5#	Grade U. S. Fancy Green not soft	0								27
Shredded Lettuce	Distributors Choice	1/5#	Grade U. S. Fancy Green not soft	806								
Slaw Mix	Distributors Choice	1/5#	Grade U.S. Fancy	366								72
Romaine, chopped	Distributors Choice	2# bg	Grade U.S. Fancy	0								75
Romaine, chopped	Distributors Choice	2# bg	Grade U.S. Fancy	1548								
Romaine, chopped	Distributors Choice	6/2# bg	Grade U.S. Fancy	0								75
Bibb Lettuce	Distributors Choice	12 ct	Grade U.S. Fancy	66								
Leaf, Green Crown	Distributors Choice	10#	Grade U.S. Fancy	54								
Baby Whole Carrots--Ind.	Distributors Choice	100/cs	Peeled/Grade U.S. #1 Ind. portioned 2.0 oz	970								0
Baby Whole Carrots	Distributors Choice	5#	Peeled/Grade U.S. #1	0								77
Broccoli Florets	Distributors Choice	4/3#/cs	Grade U.S. Fancy	0								21
Broccoli Floret's	Distributors Choice	1/3#	Grade U.S. Fancy	890								74
Carrots	Distributors Choice	4/5#	Grade U.S. Fancy Diameter not less then 3/4"	0								31
Carrot, Rainbow color,Pe	Distributors Choice	5#	Grade U.S. Fancy Diameter not less then 3/4"	130								
Carrots, Shredded	Distributors Choice	5#	Grade U.S. Fancy	96								
Celery	Distributors Choice	3/pkg	Grade extra No.1 Midrib length not less then 7"	0								
Carrot Sticks	Distributors Choice	5#	Grade U.S. Fancy	264								61
Carrot Sticks	Distributors Choice	2/5#	Grade U.S. Fancy	0								35
Celery Sticks	Distributors Choice	5#	Grade extra No.1	866								137
Celery Sticks	Distributors Choice	2/5#	Grade extra No.1	0								43
Cauliflower Floret's	Distributors Choice	1/3#	Grade extra No.1	708								
Spinach	Distributors Choice	4/2.5#	Grade extra No.1	634								20
Cucumber 24ct	Distributors Choice	24 each	Grade U.S. Fancy Well colored, formed/firm	164								
Cucumber	Distributors Choice	1/5#	Grade U.S. Fancy Well colored, formed/firm									28
Cucumber 6ct	Distributors Choice	6 pkg	Grade U.S. Fancy Well colored, formed/firm	624								
Cauliflower	Distributors Choice	head	Grade extra No.1 Color White or Cream	0								
Onions, Diced	Distributors Choice	5#	Grade extra No.1	0								21
Yellow Onions	Distributors Choice	10#	Grade extra No.1 Mature/Fairly Well	104								
Kohlrabi	Distributors Choice	12ct	Grade U.S. Fancy	118								
Green Peppers	Distributors Choice	5#	Grade U.S. Fancy	0								46
Green Peppers 6ct	Distributors Choice	6 ct	Grade U.S. Fancy	544								

Green Peppers 6ct	Distributors Choice	6 ct	Grade U.S. Fancy	544								
Red Peppers 6 ct	Distributors Choice	6 ct	Grade U.S. Fancy	452								
Yellow Peppers 6 ct	Distributors Choice	6 ct	Grade U.S. Fancy	206								
Mushroom, slice 1/4"	Distributors Choice	10#	Grade U.S. Fancy	64								12
Tomatoes	Distributors Choice	10#	Grade U.S. #1 Mature/not overripe or soft	270								70
Tomatoes	Distributors Choice	20#	Grade U.S. #1 Mature/not overripe or soft	240								
Tomatoes, Regular Roma	Distributors Choice	25#	Grade U.S. #1 Mature/not overripe or soft	80								9
Tomatoes, 5x6	Distributors Choice	20#	Grade U.S. #1 Mature/not overripe or soft	50								
Tomatoes, grape	Distributors Choice	12 ct	Grade U.S. #1 Mature/not overripe or soft	0								49
Radish	Distributors Choice	1# bg	Grade U.S. #1 Fairly Clean & Well Shaped	104								
Zucchini Coins	Distributors Choice	5#	Grade U.S. Fancy	118								
Cilantro	Distributors Choice	6ct/1#	Grade U.S. Fancy	0								2
Pears	Distributors Choice	120/cs	Grade U.S. Extra Fancy	474								75
Pears, Red	Distributors Choice	22#	Grade U.S. Extra Fancy	78								
Cantaloupe	Distributors Choice	15/cs	Grade U.S. Fancy---uniform appearance 12 ct	294								38/12ct
Honey Dew Melons	Distributors Choice	5-6/cs	Grade U.S. Fancy---mature well formed	182								14
Red Seedless Grapes 18#	Distributors Choice	18#	Grade U.S. #1 Mature/not overripe or soft	458								72
White Grapes 18#	Distributors Choice	18#	Grade U.S. #1 Mature/not overripe or soft	142								19
Apple Slices	Distributors Choice	100/2oz	Grade U.S. Fancy	1256								356
Red Delicious Apples	Distributors Choice	125/cs	Grade U.S. Extra Fancy	330								159
Granny Smith Apples	Distributors Choice	125-138 cs	Grade U.S. Extra Fancy	84								114
Bananas-Petite	Distributors Choice	40#	Grade No. 2	0								
Oranges	Distributors Choice	113/cs	Grade U.S. Fancy Mature Smooth texture	250								31
Oranges	Distributors Choice	125-138 ct	Grade U.S. Fancy Mature Smooth texture	208								23
Clementines	Distributors Choice	10/3#	Grade U.S. Fancy Mature Smooth texture	72								
Tangerines	Distributors Choice	100 ct	Grade U.S. Fancy Mature Smooth texture	92								
Kiwi	Distributors Choice	36 ct	Grade U.S. Fancy	124								
Nectarines	Distributors Choice	25#	Grade U.S. #1 Mature/not overripe or soft	92								
Plums, Black	Distributors Choice	28#	Grade U.S. #1 Mature/not overripe or soft	72								22
Plums, Red	Distributors Choice	28#	Grade U.S. #1 Mature/not overripe or soft	546								
Pomelo	Distributors Choice	12-14 ct	Grade U.S. #1 Mature/not overripe or soft	134								
Strawberries	Distributors Choice	8 ct	Grade U.S. Fancy Well colored, formed/firm	0								59
Lemons	Distributors Choice	12 ct	Grade U.S. Fancy	0								18
Watermelon, seedless	Distributors Choice	1ct	Grade U.S. Fancy	628								10
Watermelon Chunks	Distributors Choice	5#	Grade U.S. Fancy, Fresh cut, no juice	202								266
Pineapple Chunks	Distributors Choice	5#	Grade U.S. Fancy, Fresh cut, no juice	190								
Honey dew Chunks	Distributors Choice	5#	Grade U.S. Fancy, Fresh cut, no juice	202								

Bakers 100/ct	Distributors Choice	50#	Grade U.S. #1 Fairly Clean & Well Shaped	6								13
Sweet Potato Sticks	Distributors Choice	5#	Grade U.S. #1 Fairly Clean & Well Shaped	228								62
Jicama Sticks,	Distributors Choice	5#	Grade U.S. #1 Fairly Clean & Well Shaped	296								44