

HOBBS MUNICIPAL SCHOOLS

P.O. Box 1030

Hobbs, New Mexico 88241

INVITATION TO BID

SUBJECT: Concession – CHIPS

COMMODITY CODE: #39310

REBID NUMBER: 2627-13

REBID ISSUED: June 25, 2026

OPENING DATE: July 6, 2026 – 2:00 p.m.

PLACE OF OPENING: Hobbs Municipal Schools
Administration Office
Room # 120
1515 E. Sanger
Hobbs, New Mexico 88240

PROPOSER INFORMATION:

We agree to provide the items as listed for the bid prices indicated on the attached Line-Item Bid Form. We agree to adhere to the General Conditions and Specifications of this bid.

COMPANY _____	SIGNATURE_____
ADDRESS _____	NAME (PRINT)_____
_____	TITLE_____
TELEPHONE_____	DATE_____
E-Mail Address_____	

GENERAL CONDITIONS

1. The Hobbs Board of Education reserves the right to accept or reject any or all proposals and to waive all technicalities.
2. Term of payment – net 30 days after satisfactory delivery.
3. No bids will be accepted which do not quote firm prices. Prices quoted as of the delivery date will not be accepted. If a discrepancy arises between the unit and extended total prices, the unit price shall govern.
4. Bidder may quote on any or all the items on the Bid Form. For a bid to be accepted on the “all or none” basis, each item proposal must have a unit price listed.
5. The agreement to provide Chips shall be in effect for a one (1) year period beginning on the day after the official notification of award to **June 30, 2027** with options to renew two (2) additional School years upon mutual agreement by both parties. A determination will be made by the District to extend the agreement at contract renewal. The successful bidder will be allowed to negotiate pricing for each subsequent renewal period. Any request for an increase in pricing shall be submitted in writing to the Chief Procurement Officer for review and formal approval as a matter of record for the procurement file. The Hobbs Schools reserve the right to terminate any or all agreement prior to the end of the period upon formal notification ten (10) days prior to termination date.
6. A Campaign Contribution Disclosure Form (Appendix B) shall be completed and signed by awarded vendor for bid to be responsive.
7. The product will be ordered on an “as needed basis”.
8. Award of contract will be based upon the following criteria:
 - A. Low Price: The lowest price that meets or exceeds the specifications will be accepted if items quoted are as specified, or if the quoted are evaluated as being equal to specified items in quality, workmanship, and suitability for purpose.
 - B. New Mexico Resident Proposer Preference and Veteran’s Preference – In accordance with Section 13-1-21, NMSA, 1978, proposers who have a Resident Proposer Certificate from the State of New Mexico will be given a 5% preference over proposers who do not have a certificate; and a Veteran Business who’s volume of business for the previous year is under \$1,000,000.00 shall be awarded a 10% preference, or the volume of business is between \$1,000,00 and \$5,000,000 will be awarded an 8% preference; or the volume of Business is more than \$5,000,000 will be awarded a 7% preference. The preference will be calculated as it pertains to the cost component of the evaluation. To qualify for this preference, the proposer’s Resident Proposer or Veteran’s Business Certificate number **must** be provided in the space indicated **and the vendor must be bidding from a New Mexico address.**

BID General Conditions

- C. Delivery The Hobbs Municipal Schools desires delivery as quickly as possible. If a large discrepancy in delivery dates occurs between bidders, the award may be based upon earliest delivery in addition to the lowest price that meets or exceeds the specifications, if the difference in price inquiries is not excessive.
9. Brands are specified as a guide to quality. Bids on equal items will be considered except on those items where a brand “only” is specified. The Hobbs Municipal Schools will make the final determination on whether a brand is equal.
 10. Submit descriptive information if the item quoted is different from the item specified. If detailed specifications for an alternate item are not received from at least one bidder, that alternate may not be considered.
 11. Pursuant to Section 13-1-191, NMSA, 1978, no bonus or premiums will be accepted or considered in awarding bids or as a result of the purchase of any items.
 12. For a bid to be considered, it must bear the signature of the bidder. Bids must be typed or handwritten in pen and sealed.
 13. Pursuant to Section 13-1-102, NMSA, 1978, facsimile proposals will not be accepted or considered in awarding a bid.
 14. It is the bidders’ responsibility to deliver the proposal at the proper time to the place designated for the bid opening. Late bids will be considered only if it is the only bid received or if the untimely arrival of a bid is due to an error on the part of an employee of the Hobbs Schools.
 15. Proposals will be accepted at the Hobbs Schools Administration Office until **July 6, 2026 at 2:00 p.m.**
 16. To expedite identification of the bid envelope and to ensure bid security, place the BID # and attention Jessica Carrasco - CPO on the front of the envelope.
 17. This Bid will be submitted to the Hobbs Board of Education on **Tuesday, July 21, 2026.**
 18. Protest: Protests will be filed and resolved in accordance with the State of New Mexico Procurement Code §13-1-172 NMSA 1978 and applicable Hobbs Municipal Schools Board policies. Venue for any and all legal actions regarding or arising out of the transaction covered herein shall be solely in the District Court, in and for, the County of Lea, State of New Mexico. The laws of the State of New Mexico will govern any resulting transactions. A protest period of fifteen (15) days shall begin on the day following the contract award notice and end at 5:00pm Mountain Daylight Time at the end of the fifteenth (15th) day. A protest must be written and include:

- ° The company name, contact name, address and telephone number of the protester;
- ° The original signature of the protester or its representative;
- ° Identification of the Invitation to Bid (ITB) by solicitation number;
- ° A detailed statement of the legal and factual grounds of protest, including copies of any relevant and supporting documents and exhibits; and
- ° The form of relief requested.

Protest shall be filed with the Chief Procurement Officer, Jessica Carrasco at the Hobbs Municipal Schools.

19. Termination for Non-Performance or Vendor Deficiency: District can terminate any contract, and reserves the right to cancel the whole or any part of this contract due to failure by Vendor to carry out any obligation, term or condition of the contract. District may issue a written notice to the Vendor for acting or failing to act in any of the following:
 - a. Providing material that does not meet the specifications of the contract;
 - b. Failing to adequately perform the services set forth in the scope of work, specifications or contract;
 - c. Failing to complete required work or furnish required material within a reasonable amount of time;
 - d. Failing to make progress in performance of the contract and/or giving District reason to believe that Vendor will not or cannot perform the requirements of the contract;
 - e. Fails to observe any or all of the terms and conditions of the contract.
 - f. Any other conditions that, in the opinion of the District warrants such action.

Upon receipt of a written notice, Vendor will have ten (10) days to provide a satisfactory response to the District. Failure to adequately address all issues of concern may result in contract cancellation. Upon cancellation under this paragraph, all goods, material, work, documents, data, and reports prepared by Vendor under the contract will become the property of the District on demand.

Proposal Form

Item	Case Count	Description	Cost per Case
<i>(Specify if different count)</i>			
1.	64ct	BBQ LSS 2.5oz	\$_____
2.	48ct	Cheetos Crunchy Flamin Hot 3 ¼ oz	\$_____
3.	48ct	Chester's Flamin Hot Fries 3 5/8 oz Big Bag 5 ¼ oz	\$_____
4.	48ct	Doritos Dinamita Chile Limon 2 ¾ oz	\$_____
5.	40ct	Doritos – Cool Ranch 2 ¾ oz	\$_____
6.	64ct	Doritos – Nacho Cheese 2 ¾ oz	\$_____
7.	40ct	Funyuns 2 1/8 oz	\$_____
8.	40ct	Funyuns Flamin Hot 2 1/8 oz	\$_____
9.	36ct	Jumbo Puff Cheese 2 ½ oz	\$_____
10.	44ct	Regular Lays 2 5/8 oz	\$_____
11.	36ct	Sourcream & Onion 2 5/8 oz	\$_____
12.	48ct	Cheetos Original 3 ¼ oz	\$_____
13.	48ct	Flaming Hot Ruffles 2.625 oz	\$_____
14.	48ct	Fritos Original 3.5 oz	\$_____

APPENDIX B

CAMPAIGN CONTRIBUTION DISCLOSURE FORM

Pursuant to the Procurement Code, Sections 13-1-28, et seq. NMSA 1978 and § 13-1-191.1 NMSA 1978 (2006), as amended by Laws of 2007, Chapter 234, a prospective contractor subject to this section shall disclose all campaign contributions given by the prospective contractor or a family member or representative of the prospective contractor to an applicable public official of the state or a local public body during the two years prior to the date on which a proposal is submitted or, in the case of a sole source or small purchase contract, the two years prior to the date on which the contractor signs the contract, if the aggregate total of contributions given by the prospective contractor or a family member or representative of the prospective contractor to the public official exceeds two hundred fifty dollars (\$250) over the two-year period. A prospective contractor submitting a disclosure statement pursuant to this section who has not contributed to an applicable public official, whose family members have not contributed to an applicable public official or whose representatives have not contributed to an applicable public official shall make a statement that no contribution was made.

A prospective contractor or a family member or representative of the prospective contractor shall not give a campaign contribution or other thing of value to an applicable public official or the applicable public official's employees during the pendency of the procurement process or during the pendency of negotiations for a sole source or small purchase contract.

Furthermore, a solicitation or proposed award for a proposed contract may be canceled pursuant to Section [13-1-181](#) NMSA 1978 or a contract that is executed may be ratified or terminated pursuant to Section [13-1-182](#) NMSA 1978 if a prospective contractor fails to submit a fully completed disclosure statement pursuant to this section; or a prospective contractor or family member or representative of the prospective contractor gives a campaign contribution or other thing of value to an applicable public official or the applicable public official's employees during the pendency of the procurement process.

The state agency or local public body that procures the services or items of tangible personal property shall indicate on the form the name or names of every applicable public official, if any, for which disclosure is required by a prospective contractor.

THIS FORM MUST BE INCLUDED IN THE REQUEST FOR PROPOSALS AND MUST BE FILED BY ANY PROSPECTIVE CONTRACTOR WHETHER OR NOT THEY, THEIR FAMILY MEMBER, OR THEIR REPRESENTATIVE HAS MADE ANY CONTRIBUTIONS SUBJECT TO DISCLOSURE.

The following definitions apply:

“Applicable public official” means a person elected to an office or a person appointed to complete a term of an elected office, who has the authority to award or influence the award of the contract for which the prospective contractor is submitting a competitive sealed proposal or who has the authority to negotiate a sole source or small purchase contract that may be awarded without submission of a sealed competitive proposal.

“Campaign Contribution” means a gift, subscription, loan, advance or deposit of money or other thing of value, including the estimated value of an in-kind contribution, that is made to or received by an applicable public official or any person authorized to raise, collect or expend contributions on that official's behalf for the purpose of electing the official to statewide or local office. “Campaign Contribution” includes the payment of a debt incurred in an election campaign, but does not include the value of services provided without compensation or unreimbursed travel or other personal expenses of individuals who volunteer a portion or all of

their time on behalf of a candidate or political committee, nor does it include the administrative or solicitation expenses of a political committee that are paid by an organization that sponsors the committee.

“Family member” means a spouse, father, mother, child, father-in-law, mother-in-law, daughter-in-law or son-in-law of (a) a prospective contractor, if the prospective contractor is a natural person; or (b) an owner of a prospective contractor;

“Pendency of the procurement process” means the time period commencing with the public notice of the request for proposals and ending with the award of the contract or the cancellation of the request for proposals.

“Prospective contractor” means a person or business that is subject to the competitive sealed proposal process set forth in the Procurement Code [Sections [13-1-28](#) through [13-1-199](#) NMSA 1978] or is not required to submit a competitive sealed proposal because that person or business qualifies for a sole source or small purchase contract.

“Representative of a prospective contractor” means an officer or director of a corporation, a member or manager of a limited liability corporation, a partner of a partnership or a trustee of a trust of the prospective contractor.

Name(s) of Applicable Public Official(s) if any: _____

(This field must be completed by the issuing State Agency. In most cases, the official identified will be the current Governor of New Mexico and Lieutenant Governor. If a local public body is using this template for their RFPs, it must complete this field with the applicable elected official(s).)

DISCLOSURE OF CONTRIBUTIONS BY PROSPECTIVE CONTRACTOR:

Contribution Made By: _____

Relation to Prospective Contractor: _____

Date Contribution(s) Made: _____

Amount(s) of Contribution(s) _____

Nature of Contribution(s) _____

Purpose of Contribution(s) _____

(Attach extra pages if necessary)

Signature

Date

Title (position)

--OR--

NO CONTRIBUTIONS IN THE AGGREGATE TOTAL OVER TWO HUNDRED FIFTY DOLLARS (\$250) WERE MADE to an applicable public official by me, a family member or representative.

Signature

Date

Title (Position)