

ROCKWOOD SCHOOL DISTRICT PRODUCE BID TERMS AND CONDITIONS

2020-21 SCHOOL YEAR

1. Sealed bids must be received at the Rockwood Child Nutrition Services office, 17146 Manchester Road, Wildwood, Missouri 63040 on May 6, 2020. At this time, all bids will be publicly opened and read. **There will be no exceptions.**
2. Deliveries are required Monday through Friday between 6:30 A.M. and 10:00 A.M. at all buildings unless otherwise approved and coordinated by the Director of Child Nutrition Services and the successful bidder. If inclement weather forces cancellation of a school day, the supplier will be informed by public radio or television before 7:00 A.M. on that day.
3. Produce will be top quality and will be awarded all or none. Bid awards will be determined by the use of a scoring matrix. Bids will be reviewed for the best cost benefit to the school district, the highest quality of products, and the best service suited to the school district's needs.
4. The bid percentages will be used to establish prices for the period July 1, 2020 through June 30, 2021.
5. The purveyor shall provide weekly price quotes based on the wholesale price for "Top Quality Produce" as listed in the United States Department of Agriculture, Chicago Terminal Wholesale Fruit and Vegetable Report issued each Monday of the bid period.
6. Attached is a list of produce items commonly used by the Rockwood Child Nutrition Services office. Items not listed on the USDA Chicago reports and other items requested will be supplied after a mutually agreed price is reached between the district's Child Nutrition Director and the successful purveyor.
7. It is the policy of the Rockwood School District to give preference to commodities manufactured, mined, produced, grown or otherwise substantially originated within the state of Missouri and to give preference to all firms, corporations, or individuals doing business as Missouri entities when quality, delivery and price are approximately the same.
8. Each delivery must be accompanied by a legible delivery ticket. Successful bidder will provide the Child Nutrition Services office with a computerized monthly statement.
9. Please prepare your bid using produce prices for the week of May 6th, 2020.

10. Scoring Matrix Criteria: To be used to determine the best cost benefit to the school district, the highest quality of products, and the best service suited to the school district's needs. In no event shall the District be required to explain the evaluation process or award selection to any Proposer.

Evaluation Components	Points
Price	40
Quality	25
Delivery Timeline	25
Service	10
Total:	100

12. Signature

I have read the above conditions and agree to the terms of the bid.

Company Name: _____

Authorized Signature: _____

Email: _____

Telephone: _____

Date: _____