

# ROCKWOOD SCHOOL DISTRICT CHILD NUTRITION SERVICES GENERAL CONDITIONS AND SPECIFICATIONS

## BREAD & BAKERY BID

### 2020-21 SCHOOL YEAR

1. Sealed bids must be received either electronically or at the Rockwood Child Nutrition Services office at 17146 Manchester Rd., Wildwood, Missouri 63040 no later than 10:15 A.M. on May 12, 2020. At this time, all bids will be publicly opened and read. There will be no exceptions.
2. Provide a detailed nutrient analysis of products included on the bid. The analysis must include calories, fat, saturated fat, cholesterol, sodium, carbohydrate, fiber, protein, vitamin A, vitamin C, iron, and calcium. Indicate % of whole wheat in each product. We prefer a bread/bakery product free of azodicarbonamide.
3. Bread and bakery products specified are to be delivered on every school day. A map of our school locations is attached.
4. Deliveries are required Monday through Friday between 6:30 A.M. and 10:00 A.M. or after lunch service, between 1:00 P.M. and 2:00 P.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, television, or Rockwood website before 7:00 A.M. of that day.
5. All bread and bakery products covered under this contract are to be processed and delivered under the most sanitary conditions. All delivery containers must be sanitary and sturdy. The packaging plant must obtain a superior approval rating from the state and local departments of health. **You must provide documentation of the last sanitation inspection with the bid.**
6. Successful bidder will provide the Child Nutrition Services office with a **monthly** statement for each building.
7. County and state standards must be maintained during the contract period for all items listed on the bid form.
8. A summary of products supplied will be required twice during the year, December 31<sup>st</sup> and May 30<sup>th</sup>.

9. A scoring matrix will 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. Please refer to the table for criteria.

<b>Evaluation Components</b>	<b>Points</b>
<b>Price</b>	<b>40</b>
<b>Quality</b>	<b>25</b>
<b>Delivery Timeline</b>	<b>20</b>
<b>Service</b>	<b>10</b>
<b>Student Product Acceptability</b>	<b>5</b>
<b>Total:</b>	<b>100</b>

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

Company Name \_\_\_\_\_

Authorized Signature \_\_\_\_\_

Email \_\_\_\_\_

Telephone \_\_\_\_\_

Date \_\_\_\_\_