

**DHHS FOOD DISTRIBUTION  
INVITATION FOR BID NUMBER 001-15**

**Dated December 1, 2015**

**Pursuant to the**

**MASTER SOLICITATION FOR COMMODITY PROCESSING**

**Dated December 1, 2015**

Department of Health & Human Services

**DHHS**

**N E B R A S K A**

**SEALED BIDS ARE DUE JANUARY 15, 2016**

### **TECHNICAL REQUIREMENT**

The Contactor must be a USDA approved NPA (National Processing Agreement) processor.

### **PRODUCT SPECIFICATIONS**

A brand name and end product code is specified but an equal end product of another brand may be bid. The performance and relevant requirements of end products to be bid are:

1. The WBSCM item code of USDA food to be processed must be the same as specified.
2. The pounds of donated food contained in a case must be no less than specified except for catch weight end products.
3. The net weight of a case must be no less than specified except for catch weight end products.
4. The number of Child Nutrition (CN) servings in a case must be no less than specified except for catch weight end products.
5. The meal credits contained in a CN serving must be no less and no more than specified.
6. The amount of sodium in a CN serving must be no more than specified.
7. The description of an equal brand end product bid must be similar to the specified end product in that distinguishing characteristics are not readily apparent or obvious. The descriptions listed on the Contractor's USDA approved SY16-17 SEPDS will be used for comparison. If end product descriptions include trade names or do not include distinguishing characteristics, information from the Product Formulation Statement or CN Label will be used for comparison. DHHS Food Distribution will make a final determination if distinguishing characteristics are apparent or not.

Example 1. Pizza vs. stuffed crust pizza. Stuffed crust identifies a distinguishing characteristic.

Example 2. Breaded pork patty vs. chop shaped breaded pork patty. Chop shaped identifies a distinguishing characteristic.

Example 3. Sliced turkey deli meat vs. smoked turkey deli meat. Sliced and smoked both identify distinguishing characteristics.

### **BID SUBMISSION**

Sealed Bids must be received by DHHS Food Distribution no later than 5:00 PM January 15, 2016. Signed Bid Forms, CN labels or acceptable Product Formulation Statements and the Contractors USDA approved SY16-17 SEPDS must be in printed form and submitted to DHHS Food Distribution, Nebraska State Office Building, 4th Floor, P.O. Box 95026, Lincoln NE 68509. Bids should also include a signed and completed copy of the Terms and Conditions of the Invitation for Bid, including all additional information responsive to those terms and to the Master Solicitation. Bids may be rejected for failure to comply with all basic requirements of the Invitation for Bid or Master Solicitation, or for failure to accept any material term or condition listed in "Terms And Conditions of the DHHS Food Processing Invitation for Bid."

### **BID OPENING**

Bids will be opened at 10:00 AM January 19<sup>th</sup>, 2016 at the DHHS offices, 4<sup>th</sup> Floor, 301 Centennial Mall South, Lincoln, NE.

### **TOTAL PRICE EVALUATION**

The total price is first determined by adding the value of donated food per case to the fee-for-service per case. The value of donated food per case is the value listed on the Contractor's SY16-17 USDA approved SEPDS for the end product being bid. The total price is then evaluated by dividing the total price by the number of CN servings per case. For catch weight end products price is evaluated by comparing the fee-for-service per pound of finished end product without regard to the pounds of donated food or number of servings contained in a case. Preference may be given to end products with greater net weights per case if it would result in lower distribution costs per serving. Only Core Group items will be evaluated.

### **CONTRACT AND PURCHASE ORDER AWARD**

Only Contractors who have agreed to all material Terms And Conditions of the DHHS Food Processing Invitation for Bid shall have bids evaluated. Core Group end products to be bid are organized by the WBSCM item code or category of the raw donated food that is to be processed. For each WBSCM item code or category to be processed, the top scoring Contractors will be awarded. For each end product meeting specifications that a Contractor has submitted with the lowest total price, the Contractor will earn one point. One end product per specification number may be bid. The Contractors with the most points for each WBSCM item code or category will be awarded up to the maximum number of Contractors specified. In the event of a points tie, the tied Contractor with the lowest total price of any Core Group end product bid in the WBSCM item code category will prevail. The highest scoring responsive Contractors will be selected and will be awarded with an ending date of June 30, 2019. Purchase orders may then be issued to awarded Contractors.

### **DELIVERY PERIOD**

Contractors will be required to obtain appointments and make monthly deliveries to The Thompson Co. located at 3636 West Stolley Park Road, Grand Island, NE. The purchase order will specify the exact quantities of end products to be delivered and an acceptable delivery date range.

### **CONTACT PERSON**

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