[SCHOOL NAME]

# Farm to School
# Beef Bid

## Bid Due:

**Return Bids to:**

**Phone: FAX: Email:**

The _____ School System seeks to serve locally grown products to its students. We are accepting quotes for **local** all natural ground beef patties to be used in the school nutrition program in May 2014. Your contact information was provided by _____.

Under federal law, this school nutrition program has the authority not only to apply a "local" geographic preference to minimally processed foods, but also to determine what is "local: for the purposes of United States Department of Agriculture (USDA) programs such as the National School Lunch Program. **For the purposes of this solicitation, The _____ School Nutrition Program defines locally grown and/or raised as within a thirty-five (35) mile radius of [County Name]**. This district will apply applicable federal procurement procedures.

The school district reserves the right to use other local vendors if better pricing is available and we do not guarantee any specific ordering volumes but are happy to provide anticipated usage. The **[County]** School Nutrition Program has the right to refuse any product upon delivery if it does not meet the prior agreed upon quality and pricing requirements. Arrangements regarding delivery schedules, ordering and payment will be made prior to delivery. The _____ County School Nutrition Program accepts deliveries Monday through Friday between the hours of 7:30 a.m. and 2:00 p.m. An invoice is required at the time of delivery, unless other arrangements for invoicing have been made prior to delivery. Payment terms are net 30 days.

**All Natural:**
Animals must be grass fed for majority of their lives but can be grain finished before processing. Animals must be finished on prospective bidder's farm and must also be hormone free.

**Beef Processing:**
Beef must be processed in a state of Georgia or USDA processing facility. Because the beef product will be served to school-aged children, the process must be inspected from beginning to end in cooperation with the Georgia Meat Inspection Program. A seal/proof of inspection must be provided before use of product in the school nutrition program.

**Evaluation and Award:**
The decision resulting from the evaluation process as to which product best meets the needs of the district remains the sole responsibility of the district and is final. The final decision of selecting the vendor will be based on the following criteria:

- Lowest cost
- Ability to provide the product specified
- Ability to deliver to two(2) schools.  Actual delivery date will be 2-3 days before menu date to allow proper time for meal preparation.
- Willingness to provide a personal visit to the school district to educate students and/or staff about the farm and the products offered.
- Acceptable response to inspections/audits statement

**Deliveries:**
Deliveries will be made to:

**[School Name and Address]**

We look forward to working with you to provide locally grown food to our students.

**[Signature and Title]**

**Vendor Questionnaire**

Name:_____

Farm/Business Name:_____

Address:_____

Phone and/or email:_____

Other current local customers and contact information:

_____
_____
_____

Can you leave an invoice for payment at the time of delivery? ____Yes ____No

List inspections or audits, if any, your facility receives from USDA/State/Local Inspectors and their frequency (annual, bi-annual, etc.). Attach latest copies of reports and a copy of the food safety and sanitation plan for your farm/business, if applicable:

_____
_____
_____

What is your credit/return policy for poor quality food items?

_____
_____

Do you carry liability insurance? ____Yes _____No

Are you available to visit school(s) and talk with students about how your products are grown? _____Yes _____No

Is your farm available for student field trips? _____Yes ____NO

By signing below, the bidder certifies that neither it nor any of its key employees have been proposed for debarment, debarred, or suspended by a Federal agency.

_____ _____

Vendor's Signature Date

For Use **[Date]**

| Item | Quantity | Specification | Price |
|---|---|---|---|
| Beef Patties, Raw | . | 100% raw ground beef, 3.0 oz patties, individually quick frozen (IQF). The fat content of the patties may not be higher than [%] fat. The patties shall not have any non-meat ingredients. | |