



GARLAND INDEPENDENT SCHOOL DISTRICT

PURCHASING DEPARTMENT
501 SOUTH JUPITER ROAD
Garland, Texas 75042

May 12, 2020

ADDENDUM 2, RFP #10-21 (32354)

DRY AND STAPLE FOODS

This addendum modifies the original document as listed below and is hereby incorporated to the contract documents. Acknowledge receipt of this addendum by returning the completed and signed form with the solicitation response. Failure to submit the addendum will be used as an evaluated factor.

QUESTION:

For clarification full case samples are required to be delivered by May 28th 2020.

Are there delivery restrictions on days samples are to be sent in like indicated in hard copies of bids for delivery?

ANSWER:

Full case samples are required as part of the bid process. However, if there are complications in providing a full case due to COVID-19, we will accept partial cases with proper documentation. This includes all information that would generally be printed on the case. Yes. Hours in the SNS information are correct. M-F 7:30am-1pm.

QUESTION:

Title 10-20 Dry & Staple Foods bid Byrne Bros Foods Inc. was awarded line 124 for the Sauce, Teriyaki.

Can you tell us what manufacturer and product code?

ANSWER:

Kikkoman

01046

QUESTION:

With the safety precautions our company is taking with COVID-19 our corporate offices are closed and we are unable to enter, we are all working from our homes and I don't have access to representative to sign the bids. Are you willing to accept electronic signatures?

ANSWER:

Electronic signatures will be accepted for this solicitation

QUESTION:

Can we use a full electronic signature for initials of the authorized representative?

ANSWER:

Electronic signatures will be accepted for this solicitation

QUESTION:

Since our company is not able to access your bids, we will be completing them hard copy. Can we email them back to the bid department or would we have to mail/UPS them?

ANSWER:

Please refer to Hard Copy Section 1.1 Submission of Bids

QUESTION:

I have received questions from a few manufacturers regarding samples for both the Dry Staples and Refrigerated & Frozen bids. I have been asked to inquire if Garland ISD will accept partial cases, 1 or 2 packages of items, etc. This is strictly due to COVID-19 and these questions are coming from manufacturers that normally do not have a problem submitting full case samples. If you would consider approving this that would be appreciated.

ANSWER:

That is acceptable due to COVID-19. We understand that manufacturing has been greatly affected as well. There still must be a minimum of 25 pieces or servings. Additionally, the partial cases must still be properly labeled with all item code information.

QUESTION:

Line item 86 (ground cumin)

- a. What is a sample size that should be sent? Will a retail pack size suffice?
- b. What should we enter as case size?

ANSWER:

Please send the pack/case size you are bidding.

QUESTION:

Line items 135 and 138 – one case has 6 packs and a case has enough spices to make 60 LBs (200 servings) of food. Would it be possible to send 1 pack that has enough spices to make 10 LBs (35 servings) of Chana Masala / Chicken Tikka Masala?

ANSWER:

Full case samples are required to be considered for all bids. However due to the COVID-19 pandemic we have relaxed that requirement if there are production issues.

QUESTION:

Line item 137 – one case has 6 packs and a case has enough spices to make 60 LBs (300 servings) of food. Would it be possible to send 1 pack that has enough spices to make 10 LBs (50 servings) of Curried Vegetables?

ANSWER:

Full case samples are required to be considered for all bids. However due to the COVID-19 pandemic we have relaxed that requirement if there are production issues.

QUESTION:

Line items 139 – one case has 6 packs and a case has enough simmer sauce to make 240 servings of food. Would it be possible to send 1 pack that has enough simmer sauce to make 40-50 servings of Indian masala dish?

ANSWER:

Full case samples are required to be considered for all bids. However due to the COVID-19 pandemic we have relaxed that requirement if there are production issues.

QUESTION:

All above products are ingredients which are added to vegetables, beans or meat. Therefore, the above products do not have CN information since they are spices and ingredients. All products have Nutrition Labels. Given this, what is expected regarding Nutrient Analysis? Will the Nutrition Label suffice?

ANSWER:

Yes

QUESTION:

Line items 135, 137, 138, 139 do not have Attribute Scoring. Could you please provide those?

ANSWER:

After review of the lines above, there are no Weights on Attributes lines.

QUESTION:

Line attributes:

- a. 'Minimum Order Weight' – is this Minimum net weight or gross weight?
- b. 'Preferred delivery date' – what is expected in this line, and can it be a date range?

ANSWER:

- a. Net
- b. Yes

QUESTION:

I just wanted to verify that your normal warehouse hours of Mon - Friday 7:30am to 1:30 are still in place? I know some things have been adjusted due to COVID so wanted to make sure before we ship frozen samples. Bid states samples are to be delivered prior to bid opening .

ANSWER:

Yes, warehouse is open except for Memorial Day. You can make a delivery appointment at 972-487-4213.

Mark A. Booker

Mark A. Booker
Director of Purchasing

Company Name

Address

City State Zip

Signature

Title