



GARLAND INDEPENDENT SCHOOL DISTRICT

PURCHASING DEPARTMENT
501 SOUTH JUPITER ROAD
Garland, Texas 75042

April 8, 2022

ADDENDUM 2

RFP #17-23 Refrigerated and Frozen Foods for Student Nutrition Services (SNS) (40534)
and
RFP# 10-23 Dry and Staple Foods For Student Nutrition Services (SNS) (41532)

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:

Due to C19 and the ongoing shortages of personal and product in the industry is there any way to extend the sample submission date? Some manufactures are not able to provide in a short turn around.

ANSWER:

Samples must be delivered to SNS Warehouse by Friday, April 29th by 1pm.

QUESTION:

Also instead of a full case sample can a unit be submitted, for example one #10 can, bag, one gal, etc.?

ANSWER:

Broken units will be accepted due to Covid and supply chain issues. All broken units must be properly labeled per Bid Specifications.

QUESTION:

How do I show alternates? I have pricing for more than one item on the same bid line.

ANSWER:

Refer to RFP Template – 1.1.14 Deviations

QUESTION:

Can I fill out my bid response on the excel sheet and upload that along with the nutritional documents? Or do I have to use the Oracle lines to input my data?

ANSWER:

There are two response options for this solicitation. 1. Hard Copy 2. Electronic through Sourcing

QUESTION:

Due to the pandemic affecting supply availability, are you requiring samples?

ANSWER:

Samples must be delivered to SNS Warehouse by Friday, April 29th by 1pm.

QUESTION:

On the Assignment form, we are submitting as the manufacturer, not the broker, do we complete the form?

ANSWER:

Refer to Required Forms – “Assignment of Rights Documentation.

QUESTION:

What information would be entered in the field - Quote Minimum Release Amount?

ANSWER:

If vendor have minimum release amount for a particular item. This information would be entered.

QUESTION:

For this bid, if you have purchased an item from us in the past, do you still require a full case of samples?

ANSWER:

Yes, new samples are required annually.

QUESTION:

Also, it states the bid should be mailed in. Can you confirm? I though this is an online submission

ANSWER:

There are two response options for this solicitation. 1. Hard Copy 2. Electronic through Sourcing

QUESTION:

On some items the sample is marked yes and others it is left blank – not sure what is the difference. ie. line 5 is blank, yet line 7 is filled in with YES

ANSWER:

Samples are required for all line items.

QUESTION:

I'm not able to ship a sample by the opening date, can I ask for an extension for sample delivery?

ANSWER:

Samples must be delivered to SNS Warehouse by Friday, April 29th by 1pm.

QUESTION:

Are you accepting electronic signatures?

ANSWER:

Yes

QUESTION:

Are we able to submit the bid electronically on the Oracle website?

ANSWER:

Yes

QUESTION:

Are full case samples required?

ANSWER:

Broken units will be accepted due to Covid and supply chain issues. All broken units must be properly labeled per Bid Specifications.

QUESTION:

Do we need to submit the Assignment Form if we, the manufacturer submit the bid not our broker?

ANSWER:

Refer to Required Forms – “Assignment of Rights Documentation.

QUESTION:

For samples, we all know the canned fruits and vegetables packed 6/#10 cans, 4/1 gallons, and 6/.5 gallons are universal in case size. Due to the extreme cost of shipping, can we submit 1 can, gallon, ½ gallon, or bottle / jug instead of full cases?

ANSWER:

Broken units will be accepted due to Covid and supply chain issues. All broken units must be properly labeled per Bid Specifications.

QUESTION:

Last year we sent in case samples on Madison Brands on the products listed below. Can you please advise if they were approved brand and NO sample is required this year?

Applesauce Unsweetened (USA)

Peach Sliced ELS (USA)

Peach Sliced Juice (Chile)

Pear Diced (Chile)

Pineapple Tidbits (Thai)

ANSWER:

New samples are required annually.

QUESTION:

Would you consider alternate pack size of 4/1 gal for line item #69?

ANSWER:

Alternate pack size will be evaluated if item meets the needs of the district.

QUESTION:

Will you allow less than full cases for samples? It would be very helpful if we can supply partial cases on samples due to current market conditions.

If allowed, please let me know the number of servings you would like so we can make sure to supply.

ANSWER:

Broken units will be accepted due to Covid and supply chain issues. All broken units must be properly labeled per Bid Specifications.

QUESTION:

This is an electronic bid correct? The instructions are only giving directions for paper bids that I see

ANSWER:

Yes

QUESTION:

Can I fill out my bid response on the excel sheet and upload that along with the nutritional documents? Or do I have to use the Oracle lines to input my data?

ANSWER:

Refer to 1.2.8 Other Forms of Submission

QUESTION:

I have received information regarding item number 40534 for Refrigerated and Frozen Food for Student Nutrition Services. I located the list of items being requested, however it is unclear whether these items are being donated or Garland ISD needs to locate a vendor to purchase these items from. Can someone please get back to me so we can see how we can contribute?

ANSWER:

Please refer to solicitation and General Specifications Refrigerated and Frozen.

This is a Request for Proposal – The items listed are being solicited for pricing.

QUESTION:

Do all forms need to be mailed and uploaded into bid website? Also, should the forms be mailed and on a flash drive or only on a flash drive to be mailed?

ANSWER:

Oracle – Electronic – Attach in Sourcing

Hard Copy – Refer to 1.1.5 Number of Copies

QUESTION:

Please clarify what method you prefer this bid be submitted .

ANSWER:

We prefer Sourcing but will accept a hard copy

QUESTION:

The individual that has legal authorization to bind our company has the ability to sign using a scanned version of their physical signature. Is this type of electronic signature acceptable?

ANSWER:

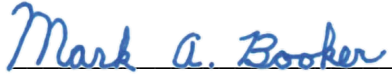
Yes

QUESTION:

Section 1.1.5 Number of Copies – do we need to submit a hard copy in addition to submitting online?

ANSWER:

All Responses should be submitted either through Sourcing (Electronic) or Hard Copy via instructions included in RFP – Not both



Mark A. Booker
Director of Purchasing

Company Name

Address

City

State

Zip

Signature

Title