

NORTH CENTRAL BUYING GROUP LETTER OF INVITATION

**REQUEST FOR BID (RFB)
FOR PRIME VENDORS**

Date of request: May 20, 2022

**Completed proposal must be submitted no later than July 1, 2022 by 3:00 P.M. CST
Electronic submission and or written**

Proposal issued by:

SFA Name: Tina Byrd NCBG Representative

Street: PO Box 446

City/State/Zip Code: Jasper Arkansas 72641

Contact Person: Tina Byrd

Contact Person Title: Child Nutrition Director

Contact Person Phone Number: 870-446-2223

Contact Person Email: tbyrd@jasper.k12.ar.us

REQUEST FOR BID (RFB) FOR PRIME VENDORS

The North Central Buying Group Procurement Plan provides for free and open competition, transparency in transactions, comparability, and documentation of all procurement activities. This a consolidated bidding arrangement between Quitman, Ozark Mountain, Valley Springs, Clinton, Jasper, Green Forest, Pottsville, Wonderview , Shirley, Deer/Mt. Judea, Alpena , OOI Head Start, Omaha , Lead Hill Public School in Arkansas, through their School Nutrition Program Departments. Service will be provided to 14 schools and 22 Delivery Sites.

Any and all SFA's in the group will have bidding documents upon request, return to: Bids shall be mailed or emailed to Tina Byrd tbyrd@jasper.k12.ar.us PO Box 446 Jasper AR, 72641. If mailing bids must be enclosed in a sealed envelope and marked "RFB NCBG"

Electronic submission most preferred

Request for Bid for a Prime Vendor for SFA's in the above listed School Districts

I. INTENT

- a) It shall be the intent and purpose of this Request for Bid (RFB) to cover the terms and conditions under which a successful Bidder shall be responsible to supply and deliver.
- b) The NCBG is seeking to identify and select one (1) vendor to provide the items used for school nutrition. The selected vendor shall provide products No Child Hunger-Free Kids Act 2010

NORTH CENTRAL BUYING GROUP LETTER OF INVITATION

- c) The NCBG reserves the right to accept or reject any or all bids.

II. CONTRACT TIME PERIOD

- a) **Initial Term** - The initial term of this contract, which results from the award of this RFB, shall commence on August 1, 2022 and terminate on July 31, 2023.

b) **Renewal Option** - This contract may be renewed for up to (3) three one-year terms at the same terms and conditions by mutual agreement of both parties in written form.

III. BID SUBMISSION PROCEDURES

The NCBG is not liable for any costs incurred by Bidders prior to issuance of or entering into a contract. Costs associated with developing the bid, preparing for oral presentations, and any other expenses incurred by the Bidder in responding to this RFB are entirely the responsibility of the Bidder, and shall not be reimbursed in any manner by the NCBG.

- a) Bids must be received by the NCBG no later than July 1, 2022 by 3:00 CST
- c) Late bids shall not be accepted. The NCBG shall not be responsible for late receipt of bids.

If the Bidder submits bid documents with informalities, errors, or omissions such as, but not limited to, non-conforming bid security, non-conforming non-collusion affidavit or samples, or fails to properly execute and seal the said documents the Bidder, in the NCBG/ SFA's sole discretion, may be given 72 hours from the time of the bid opening in which to provide such information to the NCBG/SFA.

Bid opening date: July 7, 2022 10:00
Jasper School District
Street: ___PO Box 446 / 600 School ST__
City/State/Zip Code: ___Jasper Arkansas 72641___

Non-discrimination Statement: In accordance with Federal civil rights law and United States Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local)

NORTH CENTRAL BUYING GROUP LETTER OF INVITATION

where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410;

(2) fax: 202-690-7442; or (3) email: program.intake@usda.gov

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