

**NEIGHBORS IN NEED OF SERVICES, INC. (NINOS)**  
**HEAD START / EARLY HEAD START PROGRAM**

*“Creating a brighter future for our children and la familia”*



**Bid Packet for  
Dairy Products  
FY 2018/2019  
# 18-RFP-004**

## **Neighbors In Need Of Services, Inc. Head Start / Early Head Start Invitation To Bid**

**Bid Number# 18-RFP-004**

**Bid Title: Dairy Products**

**Date Due: September 12, 2018**

**Due No Later Than 4:00 P.M.**

NINOS, Inc. Head Start / Early Head Start Program is a private non-profit organization. NINOS, Inc. Head Start / Early Head Start Programs provide services to low income families for children from birth to five years of age. The agency is funded to serve 2,914 children throughout the counties of Cameron and Willacy Counties.

The agency is currently seeking bids for Dairy Products for all Head Start and Early Head Start Centers.

### **Closing Submission Date and Public Opening**

Please submit the following information in a sealed envelope by 4:00 p.m. on September 12, 2018. Bid opening will be held on September 13, 2018 at 9:00 a.m. at NINOS, Inc. Administration office located at 22887 State Highway 345, Rio Hondo TX 78583.

### **Inquiries**

Please contact Ruben Garcia, Procurement Officer, at (956) 399-9944 ext. 113 or e-mail at [ruben.garcia@ninosinc.org](mailto:ruben.garcia@ninosinc.org)

### **Non-Discrimination and Equal Opportunity**

No person shall on the grounds of race, color, religion, sex, national origin, age, handicap, political affiliation or belief be excluded from participation in, be denied the benefits of, be subjected to discrimination under, or be denied employment in the administration of or in connection with any program or activity funded in whole or in part with funds made available under this contract.

### **Non-responsive Proposals**

Proposals may be judged non-responsive and removed from further consideration if any of the following occur:

- The proposal is not received timely in accordance with the requirement.
- The proposal does not follow the specified format.
- The proposal does not include documentation of accompanying credentials.

## **Review Process**

NINOS, Inc. reserves the right to reject any or all proposals submitted and contemplates award of the contract to the responsible bidder or with the most advantageous bid.

**Neighbors In Need Of Services, Inc. Head Start / Early Head Start  
Instructions**

Carefully read all instructions, requirements and specifications. Fill out all forms properly and completely. Prior to returning your sealed bid response / submittal, all Addendums - if issued - should be reviewed and downloaded by entering the NINOS, Inc. web site at [www.ninosinc.org](http://www.ninosinc.org).

Please return bid in sealed envelope. Be sure that return envelope shows the Bid Number, Description and is marked "SEALED BID".

**RETURN BID TO:**

Delivered to the administration office by Delivery Services.  
Attn: Lina Garza  
22887 State Highway 345  
Rio Hondo, TX 78583

Mailed using USPS.  
Attn: Lina Garza  
PO Box 189  
Rio Hondo, TX 78583

**You must sign below in ink failure to sign will disqualify the offer. All prices must be typewritten or written in ink.**

Company Name: \_\_\_\_\_

Company Address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax No: \_\_\_\_\_ E-mail: \_\_\_\_\_

Print Name: \_\_\_\_\_ Signature: \_\_\_\_\_

(Your signature attests to your offer to provide the goods and/or services in this bid according to the published provision of this bid.)

## **NEIGHBORS IN NEED OF SERVICES, INC. HEAD START / EARLY HEAD START DAIRY PRODUCTS**

- NINOS, Inc. is soliciting Bids for Dairy Products for facilities located in Cameron and Willacy Counties, or until a subsequent bid is awarded.
- Bids will be evaluated based on the following, not necessarily in order of importance. Evaluation weight may be assigned to each category listed below. Some consideration may be given to those bottled water companies that have industry certification standards with IWBA and or NSF.
  1. Price
  2. Delivery
  3. Bidder references
  4. Quality of product
  5. Taste of product
- All shipping costs must be included in bid prices.
- All pricing and terms on the Core lists must remain firm/constant and cannot change throughout the entire bid award period.
- This is a bid inquiry only and implies no obligation on the part of NINOS, Inc.
- Acceptance of and final payment for the item will be contingent upon satisfactory performance of the product received by NINOS, Inc.
- NINOS, Inc. reserves the right to accept or reject all or any part of any bid, waiver minor technicalities. NINOS, Inc. reserves the right to award by item category or by total bid. Prices should be itemized. NINOS, Inc. also reserves the right to award either with or without trade in, if applicable.

**Attachment "A"**

VENDOR: \_\_\_\_\_  
 ADDRESS: \_\_\_\_\_  
 PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_  
 E-MAIL: \_\_\_\_\_  
 CONTACT PERSON: \_\_\_\_\_

**DAIRY PRODUCTS**

QUOTE ON THIS SHEET REFLECT THE NET PRICE FOR THE ITEMS SPECIFIED BELOW. WE RESERVE THE RIGHT TO ACCEPT OR REJECT ALL OR PART OF THESE QUOTES DURING CONTRACT YEAR.

NO	ITEM	UNIT	SPECIFICATION	ESTIMATED QUANTITY	PRICE UNIT
1	100% WHOLE MILK	GAL.	FRESH FLUID WHOLE MILK HOMOGENIZED, GRADE A. 100 % Whole Milk CONTENT OF 100 % PERCENT The milk must be unflavored and contain vitamins A and D and must be consistent with State and local standards	OPEN AND UPON REQUEST	
2	LOWFAT 1% MILK	POLY-PACK  ½ pint	FRESH FLUID 1 % low fat MILK HOMOGENIZED, GRADE A. A MINIMUM MILK FAT CONTENT OF 1.00 PERCENT The milk must be unflavored and contain vitamins A and D and must be consistent with State and local standards	OPEN AND UPON REQUEST	
3	LARGE EGGS	1 DZ	FRESH, WHITE LARGE SIZE 1 DOZEN TO CONTAINER		
4	ENCHANCED SOY MILK	HALF-GAL	FILTERED WATER, WHOLE ORGANIC SOYBEANS, NATURALLY MILLED ORGANIC EVAPORATED CANE JUICE, CALCIUM CARBONATE, FLAX OIL, NATURAL FLAVORS CARRAGEENAN, SEA SALT, DIPOTASSIUM	OPEN AND UPON REQUEST	

			PHOSPHATE, TRICALCIUM PHOSPHATE, SODIUM ASCORBATE, (VITAMIN C),  VITAMIN E, ZINC GLUCONATE, VITAMIN A  PALMITATE. RIBOFLAVIN (B2), VITAMIN B6 VITAMIN B12, VITAMIN D2.		
5	CHEESE AMERICAN	2/10 LBS	AMERICAN PROCESSED YELLOW <b>LOAF</b>	OPEN AND UPON REQUEST	
6	CHEESE AMERICAN	1/5 LBS	AMERICAN PROCESSED <b>1 1/2 OUNCE PRE-SLICED</b>	OPEN AND UPON REQUEST	
7	CHEESE AMERICAN	5/120 SLICES	AMERICAN SLICED USDA INSPECTED <b>1 OUNCE PRE SLICED</b>	OPEN AND UPON REQUEST	
8	CHEESE STRING	5/120 SLICES	1 OUNCE PRE SLICED	OPEN AND UPON REQUEST	
9	LIGHT SOY MILK	HALF- GAL	FILTERED WATER, SOY FLOUR, NATURALLY  MILLED ORGANIC EVAPORATED CANE JUICE,  CALCIUM CARBONATE, SEA SALT, NATURAL  FLAVORS, CARRAGEENAN, VITAMIN A	OPEN AND UPON  REQUEST	
10	LACTOSE FREE MILK	½ pint  HALF- GAL	PALMITATE, VITAMIN D2, RIBOFLAVIN (B2) VITAMIN B 12  FORTIFIED WITH VITAMINS A, D, B6 AND B12  HALF SATURATED FAT, NO CHOLESTEROL LESS SODIUM AND LESS SUGAR THAN 1% MILK	OPEN AND UPON  REQUEST	

11	GOAT MILK	HALF GAL	ULTRA-PASTEURIZED 1% LOW FAT GOAT MILK  VITAMIN D-GRADE A NATURAL WITHOUT PRESERVATIVES, NO ANTIBIOTICS OR BOVINE GROWTH HORMONES	OPEN AND UPON  REQUEST	
12	YOGURT	8PK/ CS	BANANA FLAVOR STRAWBERRY FLAVOR TROPICAL FLAVOR FRESH FLAVORED SWEETENED COMMERCIALY PREPARED. 4 OZ CONTAINERS	OPEN AND UPON  REQUEST	



## **Attachment "B"**

1. Equal Employment Opportunity-All contracts shall contain a provision requiring compliance with E.O. 11246, "Equal Employment Opportunity," as amended by E.O. 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and as supplemented by regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."
2. Debarment and Suspension (E.O.s 12549 and 12689) No contract shall be made to parties listed on the General Services Administration's List of Parties Excluded from Federal Procurement or Non procurement Programs in accordance with E.O.s 12549 and 12689, "Debarment and Suspension." This list contains the names of parties debarred, suspended, or otherwise excluded by agencies, and contractor declared ineligible under statutory or regulatory authority other than E.O. 12549. Contractors with awards that exceed the small purchase threshold shall provide the required certification regarding its exclusion status and that of its principal employees.