

Solicitation for Bids Vended Meals

Agency Name: Academy of Excellence

Bid Due Date: 08-06-21

School Food Authority (SFA) Address: 633 S. 12th St
Milwaukee, WI 53204

Agency Contact Person: Elaine Guzman

Phone: 414-399-9869

Email: eguzman0727@gmail.com

Bid Issue Date: 07-19-21

Invitation

Academy of Excellence invites qualified bidders to submit bids for Vended Meals as described in the attached "Template Vended Meals Agreement" herein called "Agreement". Winning bidder will be requested to sign the Agreement. Please submit the bid as instructed in "Respond to solicitation" below. Contact Glorymar Cruz at glorymar.cruz@mkeacademy.com or call 414-369-2193 with any questions.

Product Information

Product Name: See attached agreement.

Product Specifications: See attached agreement.

Terms and Conditions: See attached agreement.

Delivery Frequency: See attached agreement.

Site Location(s): See attached agreement.

Responding to Solicitation

Please send bid to the attention of Glorymar Cruz via one of the following:

- Email: glorymar.cruz@mkeacademy.com

Return bid by 08/06/21

Bids received after the due date above will be ineligible for consideration.

Awarding Contract

The SFA will select the lowest bidder based on conditions and requirements contained herein to award the contract for the 2021-2022 School Year , beginning on 07/01/2021 and 06/30/22. The awarded contract will have the option for four (4) one (1) year contract renewals.

Bid Deadline

08/06/21 by 5:00P.M. CST

Bids will be accepted up to, and no bid may be withdrawn after, the due date and time for submission. Time is Central Standard Time as indicated on the designated clock at the SFA. Bids that arrive after the required time will not be considered. It is the responsibility of the bidder to ensure that the bid arrives at the required location by the required time. Submitted bid shall remain valid for thirty (30) days from the bid deadline.

If SFA determines that there is a discrepancy in or omission from this solicitation prior to the bid deadline, an addendum will be issued to all bidders that have submitted bids and bidders that have requested a copy of the solicitation.

Communications

All communication regarding this solicitation document should be directed to:

SFA Contact Person: Glorymar Cruz

Contact Person Title: Food Service Director

Contact Person Phone: 414-369-2193

Contact Person Email: gorymar.cruz@mkeacademy.com

Email is the preferred form of communication.

Questions and Response: The SFA will release and respond to written questions in the form of an addendum. The addendum will be sent to those vendors that requested a copy of the solicitation. All questions must be received by (07/30/2021).

Submission of Bids

Bidders will need to sign and complete all sections of this solicitation. Bidder may mail bids to the address above by the due date and time as stated in the solicitation. It is the bidder's responsibility to ensure that its bid is received by the deadline, no exceptions. Electronic submissions may be sent to (glorymar.cruz@mkeacademy.com). Regardless of submission method, it is the responsibility of the bidder to confirm and ensure the bid was received by bid deadline.

BID MUST MEET THE REQUIREMENTS OUTLINED IN THIS BID TO BE CONSIDERED RESPONSIVE AND ELIGIBLE FOR A CONSIDERATION FOR AWARDED CONTRACT. BIDS WILL BE REJECTED IF NOT IN COMPLIANCE WITH THESE REQUIREMENTS.

Site Visit

A meeting with interested bidders to review the specifications, to clarify any questions, and for a walk-through of the facilities with school officials will be on 08/03/21 at 10:00Am at the following location 633 S. 12th St Milwaukee, WI 53204 .

References

Must include at least 2-3 references including district names, addresses, phone numbers, and name of client administrator capable of commenting on performance. These references shall be for similar services as described in this bid and similar size SFA.

Bidder Information

Company Name: Phone: Address: Email:	Unit Price	Estimated Quantity (Completed by SFA)	Extended Price (Quantity x Unit Price)
Breakfast <ul style="list-style-type: none">Bid price per meal: Includes Milk / Will Not Include Milk (Circle One)	\$	750	\$

Lunch: <ul style="list-style-type: none"> Bid price per meal: Includes Milk / Will Not Include Milk (Circle One) 	\$	750	\$
Afterschool Snack: <ul style="list-style-type: none"> Bid price per snack: 	\$	N/A	\$
Bid price per carton of milk:	\$		\$
Other costs being bid:	\$		\$
Name of person quoting bid price(s):			
Signature of authorized person providing bid:			
X _____ Date:			

For SFA use:

* Attach School Calendar (optional)

*Attach example VMA template (required)