



# Request for Quote

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS  
 ONE CAPITOL HILL  
 PROVIDENCE RI 02908

BUYER: Miller, Alma E  
 PHONE #: 401-222-2142

CREATION DATE : 22-MAY-07  
 BID NUMBER: 7003697  
 TITLE: COFFEE & TEA  
 BLANKET START : 01-JUL-07  
 BLANKET END : 30-JUN-08  
 BID CLOSING DATE AND TIME: 13-JUN-2007 10:30:00

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 DOC CENTRAL DISTRIBUTION CENTER  
 144 POWER ROAD  
 CRANSTON, RI 02920  
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 DOC CENTRAL DISTRIBUTION CENTER  
 144 POWER ROAD  
 CRANSTON, RI 02920  
 US

Requisition Number: 1045750

Line	Description	Quantity	Unit	Unit Price	Total
	<p>BLANKET REQUIREMENTS: 7/1/2007 - 6/30/2008</p> <p>INDIVIDUAL ORDERS WILL BE PLACED FOR ACTUAL QUANTITIES REQUIRED. THE CENTRAL DISTRIBUTION CENTER WILL PROVIDE ORDERING AND INVOICING INSTRUCTIONS.</p> <p>ALL CASES MUST BE BAR CODED.            THE ACCEPTABLE BLEND IS TO BE DETERMINED BY AGENCIES PRIOR TO BID OPENING. SEND THREE (3) SAMPLES EACH FOR ITEMS #1, #2 &amp; #3. SEND TO: CENTRAL DISTRIBUTION CENTER. MARK YOUR SAMPLES WITH THE BID NUMBER, ITEM NUMBER AND YOUR COMPANY NAME. TESTING WILL BE DONE PERIODICALLY TO INSURE QUALITY OF PRODUCT IS CONSISTENT THROUGHOUT THE CONTRACT PERIOD.</p> <p>BEFORE AWARD IS MADE, A SAMPLE OF THE LOW BIDDER'S PRODUCT WILL BE SENT FOR TESTING. THE RESULTS WILL BE HELD FOR COMPARISON OF FUTURE TEST RESULTS OF PRODUCT DELIVERED DURING THE CONTRACT.</p> <p>THIS BID MAY BE AWARDED TOTAL LOW.</p>				
1	7/1/07 6/30/08 Coffee, Blended, Roasted, Drip Grind 24/1 LB., CDC #8006. Autocrat or equal. US Standard Mesh Screen Sieve Size #12 & #16 - 30% to 40% of the grind. Sieve size #20 & #30 - 50% to 60% of the grind. 10% to 15% in the pan. BRAND: _____ PACKAGING: _____	26,400.00	Pound		
2	7/1/07-6/30/08 Coffee, Decaffeinated, Blended, Roasted, Drip Grind 24/12 oz.bags, CDC #8015. Autocrat or equal. US Standard Mesh Screen Sieve Size #12 & #16 - 8% to 15% of the grind. Sieve size #20 & #30 -60% of the grind. 20% to 30% in the pan. BRAND: _____ PACKAGING: _____	11,000.00	Pound		
3	7/1/07-6/30/08 Coffee, Blended, Roasted, Drip Grind 128/2-1/2 oz. (20 LB), CDC #8007. Autocrat or equal. US Standard Mesh Screen Sieve Size #12 & #16 - 8% to 15% of the grind. Sieve size #20 & #30 -60%to 70% of the grind. 20% to 30% in the pan. BRAND: _____	130.00	Case		

It is the Vendor's responsibility to check and download any and all addenda from the RIVIP. This offer may not be considered unless a signed RIVIP generated Bidder Certification Cover Form is attached and the Unit Price column is completed. The signed Certification Cover Form must be attached to the front of the offer



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Requisition Number: 1045750

Line	Description	Quantity	Unit	Unit Price	Total
	PACKAGING: _____				
4	7/1/07-6/30/08 Tea bags, black with string 10/100's must meet A-2 Standards of Tea Association of USA. 100 bag box must have minimum weight of 8 oz. box. Must have cellophane wrap. CDC #8025 BRAND: _____ PACKAGING: _____	100.00	Case		
5	7/1/07-6/30/08 Tea bulk, black 12/1 Lbs. Must meet A-2 Standards of Tea Association of USA. CDC #8004 BRAND: _____ PACKAGING: _____	75.00	Case		

Delivery: \_\_\_\_\_

Terms of Payment: \_\_\_\_\_

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## **COFFEE SPECIFICATIONS**

### **(ITEMS #1, #2, AND #3)**

THE COFFEE MUST BE 100% ARABECA, NO ROBUSTAS ALLOWED. THE COFFEE MUST BE FREE OF FLAVOR FAULTS, TAINTS, AND DEFECTS INCLUDING FERMENT, HARDNESS, PHENOL, ETC.

- COLOR OF ROAST: AGTRON NUMBER SHOULD BE 45 TO 50.
- MOISTURE CONTENT OF NOT MORE THAN 4% TO 5%.
- TO CONTAIN NOT MORE THAN 3% OXYGEN.
- “USE BY” DATE OF NOT MORE THAN 90-DAYS FROM THE DATE ROASTED.
- “USE BY” DATE TO BE ON THE BOX IN A READABLE MANNER; FOR EXAMPLE, 99/6/1 – YEAR, MONTH, DAY. JULIAN DATE (YEAR, DAY) IS ACCEPTABLE.
- PACKAGING: MUST BE A FOIL PACKAGE ALLOWING MINIMUM GAS EXCHANGE.  
MUST BE VACUUM PACKAGED OR NITROGEN FLUSHED.
- RANDOM SAMPLING WILL BE DONE SIX (6) TIMES DURING THE CONTRACT PERIOD.  
THE SUCCESSFUL VENDOR MUST PAY THE COST OF THESE TESTS.
- SAMPLES SUBMITTED MUST BE CONSISTENT WITH THE BRAND THAT WILL BE DELIVERED AND WITH THE PACKAGING, PER THE BID SPECIFICATIONS.

## Contract Terms and Conditions

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## **Terms and Conditions**

### **BID STANDARD TERMS AND CONDITIONS**

#### **TERMS AND CONDITIONS FOR THIS BID**

#### **RIVIP INFO - BID SUBMISSION REQUIREMENTS**

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#### **PURCHASE AGREEMENT BID**

**BIDDING** (a) A single price shall be quoted for each item against which a proposal is submitted. This price will be the maximum in effect during the agreement period. Any price decline at the manufacturer's level shall be reflected in a reduction of the agreement price to the State. (b) Quantities, if any, are estimated only. The agreement shall cover the actual quantities ordering during the period. Deliveries will be billed at the single, firm, awarded unit price quoted regardless of the quantities ordered. (c) Bid price is net F.O.B. destination and shall include inside delivery at no extra cost. (d) Bids for single items and/or a small percentage of total items listed, may, at the State's sole option, be rejected as being non-responsive to the intent of this request. **ORDERING** (a) The User Agency(s) will submit individual orders for the various items and various quantities as may be required during the agreement period. (b) Exception - Regardless of any agreement resulting from this bid, the State reserves the right to solicit prices separately for any extra large requirements for delivery to specific destinations.

#### **DELIVERY - CENTRAL DISTRIBUTION CTR - DOC**

**DELIVERY INSTRUCTIONS:** CENTRAL DISTRIBUTION CENTER DEPT. OF CORRECTIONS 144 POWER ROAD, CRANSTON, RI 02920 (PHONE 462-4022) Delivery only 8:30 AM to 12:00 noon and 12:30 PM to 2:30 PM, Monday through Friday, with shipping slip showing Purchase Order Number and Item Number of State Purchase Order. Any merchandise to be delivered must be on 48" x 40" pallets. If pallets are in good condition, we will exchange them, but only this size pallet. Any merchandise being delivered on other size pallets must be stripped by the trucker and put on our size pallets (48" x 40"). Unsealed packages not accepted. ALL CASES MUST BE BAR-CODED.

#### **NON-COMPLIANCE - SPECIFICATION**

THE PRODUCT(S) PROVIDED BY VENDORS WILL BE SUBJECT TO RANDOM TESTING. IF THE PRODUCT DOES NOT MEET SPECIFICATION, THE VENDOR WILL BE RESPONSIBLE FOR ADMINISTRATIVE COSTS, LAB TESTING AND PERSONNEL COSTS. NON-COMPLIANCE OF THE PRODUCT TO THE BID SPECIFICATION WILL RESULT IN THE REVOCATION OF THE CONTRACT/PURCHASE ORDER.

#### **DELIVERY PER AGENCY**

DELIVERY OF GOODS OR SERVICES AS REQUESTED BY AGENCY.