



# Request for Quote

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

**CREATION DATE :** 23-APR-20  
**BID NUMBER:** 7603786  
**TITLE:** PRISONER MEAL BARS - SHERIFFS  
  
**BLANKET START :** 01-JUL-20  
**BLANKET END :** 30-JUN-23  
**BID CLOSING DATE AND TIME:**28-MAY-2020 11:30:00

**BUYER:** McGurn, Cheryl A  
**PHONE #:** 401-574-8130

**B**  
**I**  
**L**  
**L**  
**L**  
**T**  
**O**  
DOA CONTROLLER  
ONE CAPITOL HILL, 4TH FLOOR  
SMITH ST  
PROVIDENCE, RI 02908  
US

**S**  
**H**  
**I**  
**P**  
**T**  
**O**  
DPS - RI DIVISION OF SHERIFFS  
670 NEW LONDON AVENUE  
CRANSTON, RI 02920  
US

**Requisition Number:** 1656075  
**Note to Bidders:** 7/1/2020 - 6/30/2023

TO PROVIDE MEAL BARS TO PRISONERS WHO ARE IN THE TEMPORARY CUSTODY OF THE DIVISION OF SHERIFFS.  
THREE -YEAR SOLICITATION WITH AN OPTION TO RENEW FOR (1) ADDITIONAL YEAR AT THE SOLE DESCRETION OF THE STATE OF RHODE ISLAND.  
PER THE ATTACHED SPECIFICATIONS

Questions concerning this solicitation must be emailed and received by the division of purchases at [cheryl.mcgurn@purchasing.ri.gov](mailto:cheryl.mcgurn@purchasing.ri.gov) no later than 5/18/2020 @4:00 PM in a microsoft word attachment with the corresponding solicitation number. Questions, if any, and responses will be posted on the division of purchases website at [www.ridop.ri.gov](http://www.ridop.ri.gov).

If a vendor's proposal is accepted, the vendor shall complete a full vendor registration in ocean state procures™ for state review and approval. instructions and registration link are found  
if a vendor's proposal is accepted, the vendor shall complete a full vendor registration in ocean state procures™ for state review and approval. instructions and registration link are found at: <https://www.ridop.ri.gov/osp/osp-vendor-registration.php>. full registration shall include an upload of your internal revenue service form w-9 (<https://www.irs.gov/pub/irs-pdf/fw9.pdf>) and any other documentation identified during the tentative selection process to your vendor account in ocean state procures™.

Line	Description	Quantity	Unit	Unit Price	Total
1	REQUEST FOR BID PRISONER MEAL BARS AS PER SPECIFICATIONS FOR RI DIVISION OF SHERIFF'S	50,000.00	Each		

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

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

**Prisoner Meal Bars for the Division of Sheriffs**

1. **Purpose:** provide meals to prisoners who are in the temporary custody of the Division of Sheriffs.
2. **Duration:** Three (3) year with an option to renew for one (1) additional year at the sole discretion of the State of Rhode Island's Department of Public Safety.
3. **Number of units requested:** The Department of Public Safety will contact the supplier at various intervals throughout the duration of this contract to place orders.
4. **Requirements:**
  - a) Supplier will deliver meal bars (units) to the attention of James Grant at 670 New London Avenue, Cranston, RI 02920, in an amount no more than 20,000 units per shipment.
  - b) Units may be received Monday thru Thursday (9:00 a.m. to 2:00 p.m.).
  - c) Orders will be placed, by the State, as needed.
  - d) Units must be manufactured within one (1) year from date of delivery.
  - e) Each unit must be individually stamped with the date of manufacture and expiration.
  - f) Ingredients and nutritional information must be identified on each unit.
  - g) Units must contain no less than 400 calories and no more than 500 calories.
  - h) Units must not contain nuts, caffeine, or more than 16 grams of sugar.
  - i) Nutritional value must be commensurate with the caloric value of the unit.
  - j) Units may be suitable for storage at temperatures up to 120°.
  - k) All products must be accurately labeled.
5. **Unit Sample:** The vendor shall include ten (10) sample units along with their bid submittals. Bids submitted without samples will not be considered. The samples will be evaluated by the State of Rhode Island Department of Public Safety prior to the determination of the awardee.

- **Samples to be sent to the attention of Cheryl McGurn (Buyer II) at the time of bid proposal delivery.**

**Bid submittals shall be delivered to:**

**Department of Administration  
Purchasing Department  
One Capitol Hill  
Providence, RI 02908**

**Bid submittals and samples must be clearly marked with company name and bid number.**

- 6 **Evaluation:** Prior to the determination of the awardee, samples will be evaluated by no less than five (3) testers selected by the Department of Public Safety.

**Contract Terms and Conditions**

**Table of Contents**

Terms and Conditions.....VIII  
    BID STANDARD TERMS AND CONDITIONS .....VIII  
        TERMS AND CONDITIONS FOR THIS BID .....VIII  
        DELIVERY PER AGENCY .....VIII  
        PURCHASE AGREEMENT BID .....VIII  
        RIVIP INFO - BID SUBMISSION REQUIREMENTS .....VIII  
        VENDOR SPECIFICATIONS .....IX  
        AWARD .....IX  
        SAMPLE REQUIRED .....IX

**Terms and Conditions**

**BID STANDARD TERMS AND CONDITIONS**

**TERMS AND CONDITIONS FOR THIS BID**

**DELIVERY PER AGENCY**

DELIVERY OF GOODS OR SERVICES AS REQUESTED BY AGENCY.

**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 ordered 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.

Mailing Address for Bid Proposals issued by the State of Rhode Island, Division of Purchases:

All Bid Proposals must be submitted to the following address:

State of Rhode Island  
Department of Administration  
Division of Purchases, 2nd Floor  
One Capitol Hill  
Providence, RI 02908

**RIVIP INFO - BID SUBMISSION REQUIREMENTS**

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 should be attached to the front of the offer. Each bid proposal must be submitted in a separate sealed envelope with the bidder's name and address and the specific "Solicitation Number," "Solicitation Title," and the "Bid Proposal Submission Deadline" marked in the upper left-hand corner of the envelope.

The bid proposal must be delivered (via mail, messenger service, or personal delivery) to the Division of Purchases and date-stamped/receipted by the date and time specified for the bid proposal submission deadline. Bidders should mail bid proposals sufficiently in advance of the bid proposal submission deadline to ensure timely delivery to the Division of Purchases or, when delivering a bid proposal in person or by messenger, should allow additional time for parking and clearance through security checkpoints. Bid proposals must be addressed to:

Rhode Island Department of Administration  
Division of Purchases, 2nd Floor  
One Capitol Hill, Providence, RI 02908-5855

Bid proposals that are not received by the Division of Purchases by the bid proposal submission deadline for whatever reason will be deemed late and will not be considered. The submission time will be determined by

the time clock in the Division of Purchases. Postmarks will not be considered proof of timely submission. Bid proposals in electronic format are not accepted at this time.

At the bid proposal submission deadline, bid proposals will be opened and read aloud in public.

**DIVESTITURE OF INVESTMENTS IN IRAN REQUIREMENT:**

No vendor engaged in investment activities in Iran as described in R.I. Gen. Laws §37-2.5-2(b) may submit a bid proposal to, or renew a contract with, the Division of Purchases. Each vendor submitting a bid proposal or entering into a renewal of a contract is required to certify that the vendor does not appear on the list maintained by the General Treasurer pursuant to R.I. Gen. Laws §37-2.5-3.

**VENDOR SPECIFICATIONS**

ALL VENDORS MUST INCLUDE SPECIFICATIONS WITH BID PROPOSAL (EVEN THOSE BIDDING BRAND SPECIFIED). FAILURE TO SUBMIT SPECIFICATIONS WITH BID PROPOSAL MAY RESULT IN DISQUALIFICATION OF BID. ITEMS IN CATALOGS MUST BE CLEARLY MARKED AND PAGES TABBED.

**AWARD**

THE STATE, AT ITS SOLE DISCRETION, SHALL RESERVE THE RIGHT TO MAKE ONE OR MULTIPLE AWARDS FOR THIS REQUIREMENT AND/OR TO REJECT ANY OR ALL BIDS.

**SAMPLE REQUIRED**

If not bidding item specified, bidder must furnish sample with bid or bid will not be considered.