

## Informal Bid Record

**Bid for:** Lunches that meet the CACFP meal pattern, including milk. Each lunch must provide at least 1 serving meat/meat alternate, 1 serving bread/grain, 2 servings fruit and/or vegetable, and 1 serving milk (meal pattern chart provided that includes serving sizes for ages of children). Lunches must be delivered by 11:00 AM Monday through Friday, September 2, 2015 through June 10, 2016 – during holidays and school breaks, no meals will be required (total of 182 days). Lunches for approximately 75 children/day, 3 – 5 years old are needed.

Vendor and Contact Information*	Date of Contact	Product Specifications	Quote Price Per meal/Total contract	Quote Accepted**
ABC Hospital Mary Contrary	8/20/15	Meals delivered as specified above. Hot entrée only Monday, Wednesday, and Friday.	\$3.50/lunch \$47,775/contract	
Caring Senior Center Jane Doe	8/20/15	After reviewing materials, no interest in bidding.	NA	
Speedy Catering Company John Ford	8/21/15	Meals delivered as specified above. Hot entrée daily.	\$3.00/lunch \$40,950/contract	Quote accepted 8/22/14

Name and title of individual obtaining quotes: Beth Smith, Director Date bid prepared: 8/18/15  
 Name and title of individual awarding vendor: Beth Smith, Director Date awarded: 8/22/15

\* Keep written documentation of each verbal quotation on file.      \*\* Document reasoning behind successful quotation if not lowest price.

Bid information:

Vendor: ABC Hospital  
Contact: Mary Contrary  
Date: 8/2015

1. Experience? *No Child Nutrition Program experience. Currently does preparation for Meals on Wheels.*
2. Licenses/Permits? *OK*
3. Special Diets? *Yes*
4. Deliver? *No*
5. Hot/Cold? *Styrofoam chests for transporting*
6. Time to Adjust? *2 days*
7. Debarred? *No*
8. Price? *\$3.50/lunch*

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\*\* Document reasoning behind successful quotation if not lowest price.

## Informal Bid Record

**Bid for:** Lunches that meet the CACFP meal pattern, including milk. Each lunch must provide at least 1 serving meat/meat alternate, 2 servings bread/grain, 2 servings fruit and/or vegetable, and 1 serving milk (meal pattern chart provided that includes serving sizes for adults). Lunches must be delivered by 11:00 AM Monday through Friday, September 1, 2015 through August 31, 2016 – during national holidays no meals will be required (approximately 252 days). Lunches for approximately 75 adults/day are needed.

Vendor and Contact Information*	Date of Contact	Product Specifications	Quote Price Per meal/Total contract	Quote Accepted**
ABC Hospital Mary Contrary	8/20/15	Meals as specified above must be picked up. Hot entrée only Monday, Wednesday, and Friday.	\$3.50/lunch \$66,150/contract	
Caring Senior Center Jane Doe	8/20/15	After reviewing materials, no interest in bidding.	NA	
Speedy Catering Company John Ford	8/24/15	Meals delivered as specified above. Hot entrée daily.	\$3.00/lunch \$56,700/contract	Quote accepted 8/24/15

Name and title of individual obtaining quotes: Beth Smith, Director Date bid prepared: 8/18/15  
 Name and title of individual awarding vendor: Beth Smith, Director Date awarded: 8/24/15

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Bid information:

Vendor: ABC Hospital  
Contact: Mary Contrary  
Date: 8/2015

1. Experience? *No Child Nutrition Program experience. Currently does preparation for Meals on Wheels.*
2. Licenses/Permits? *OK*
3. Special Diets? *Yes*
4. Deliver? *No*
5. Hot/Cold? *Styrofoam chests for transporting*
6. Time to Adjust? *2 days*
7. Debarred? *No*
8. Price? *\$3.50/lunch*

\* Keep written documentation of each verbal quotation on file.

\*\* Document reasoning behind successful quotation if not lowest price.