

## PRE-PROPOSAL CONFERENCE

SOLICITATION NUMBER : SP0300-02-R-4035

DEFENSE SUPPLY CENTER PHILADELPHIA WILL CONDUCT A PRE-PROPOSAL CONFERENCE TO FURTHER CLARIFY AND DISCUSS THE REQUIREMENTS OF THIS SOLICITATION. ATTENDANCE IS STRONGLY SUGGESTED. IF YOU PLAN TO ATTEND, PLEASE SEND A FAX WITH THE FOLLOWING INFORMATION:

- (1) NAME OF FIRM
- (2) NAME AND TITLE OF REPRESENTATIVE(S) WHO WILL ATTEND
- (3) ADDRESS OF FIRM
- (4) PHONE, FAX NUMBERS AND E-MAIL ADDRESS
- (5) SIZE OF BUSINESS

BECAUSE OF INCREASED SECURITY PROCEDURES AT DSCP, IT IS EXTREMELY IMPORTANT THAT YOU SUBMIT THE NAMES OF **EVERY** PERSON WHO WILL BE ATTENDING THE CONFERENCE. ALL OF THE ABOVE LISTED INFORMATION **MUST** BE RECEIVED BY DSCP BY COB WEDNESDAY, JANUARY 22, 2003.

ANY VENDOR WHO WISHES TO SUBMIT QUESTIONS OR TOPICS TO BE COVERED AT THE CONFERENCE MAY DO SO, AS LONG AS THEY ARE RECEIVED NO LESS THAN THREE (3) WORKING DAYS PRIOR TO THE DATE AND TIME SET FOR THE CONFERENCE.

THIS INFORMATION SHOULD BE FAXED TO GORDON F. PETERSON AT 215-737-7443.

### **PRE-PROPOSAL CONFERENCE**

LOCATION: DEFENSE SUPPLY CENTER PHILADELPHIA  
700 ROBBINS AVE.  
BLDG. 6 – SUBSISTENCE MEDIUM CONFERENCE ROOM #6B332  
PHILADELPHIA, PA 19111-5092

DATE: WEDNESDAY, JANUARY 29, 2003.

TIME: 10:00AM

ALL VISITORS MUST CHECK IN AT SECURITY DESK IN BLDG. #109 AT THE MAIN GATE TO RECEIVE VISITORS' PASS. AFTER YOU HAVE CHECKED IN, YOU MUST WAIT TO BE ESCORTED TO THE CONFERENCE SITE BY A DSCP-HFV EMPLOYEE; THIS ESCORT WILL OCCUR AT 9:45 AM.

**SUBSISTENCE PRIME VENDOR SOLICITATION**

***NAVY SHIPS AT NORFOLK AND EARLE NAVAL STATION***

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**CAUTION NOTICE**  
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1. THIS SUBSISTENCE PRIME VENDOR SOLICITATION IS FOR FULL SERVICE DISTRIBUTION SUPPORT. THIS IS AN UNRESTRICTED, NEGOTIATED PROCUREMENT. OFFERS WILL BE EVALUATED AND AWARD WILL BE MADE IN ACCORDANCE WITH THE TRADEOFF PROCESS (PREVIOUSLY REFERRED TO AS "BEST VALUE SOURCE SELECTION"). AWARD WILL BE BASED ON FACTORS OTHER THAN COST OR PRICE ALONE. TECHNICAL FACTORS LISTED IN THIS SOLICITATION ARE CONSIDERED TO BE MORE IMPORTANT THAN PRICE (BUSINESS) FACTORS.

**2. OFFERORS WILL BE REQUIRED TO PRESENT THE MAJORITY OF THE TECHNICAL PROPOSAL IN THE FORM OF AN ORAL PRESENTATION. THE \*TECHNICAL PROPOSAL\*, IN CONJUNCTION WITH THE BUSINESS PROPOSAL, WILL BE USED TO EVALUATE AND SELECT THE OFFEROR DETERMINED TO BE THE BEST VALUE TO THE GOVERNMENT. BOTH THE TECHNICAL AND BUSINESS PROPOSALS MUST BE SUBMITTED IN ACCORDANCE THE SOLICITATION REQUIREMENTS. THE TECHNICAL PROPOSAL MUST BE DEVOID OF ALL REFERENCES TO COST OR PRICE.**

3. THE COMPLETE TECHNICAL PROPOSAL WILL BE COMPRISED OF THE FOLLOWING:

1. WRITTEN TECHNICAL PROPOSAL
2. FORMAL ORAL PRESENTATION
3. STRUCTURED PLANT SITE VISIT

**FAILURE TO PROVIDE THE ABOVE THREE (3) COMPONENTS OF THE TECHNICAL PROPOSAL AND YOUR BUSINESS PROPOSAL MAY RENDER THE PROPOSAL UNACCEPTABLE AND MAY LEAD TO A REJECTION OF THE OFFER.**

4. THE SECTION ENTITLED "INSTRUCTIONS, CONDITIONS, AND NOTICES TO OFFERORS" PROVIDES INSTRUCTIONS FOR PREPARING AND SUBMITTING PROPOSALS. THE SECTION

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CAUTION NOTICE

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ENTITLED "EVALUATION FACTORS FOR AWARD" EXPLAINS HOW THE PROPOSALS WILL BE EVALUATED.

5. OFFERORS ARE CAUTIONED TO TAKE EXTREME CARE WHEN PREPARING PROPOSALS FOR THIS SOLICITATION. PLEASE ENSURE THAT ALL REQUIRED INFORMATION IS INCLUDED WITH YOUR PROPOSALS. YOUR PROPOSAL SHOULD BE SUBMITTED IN THE ORDER AND THE FORMAT THAT IS REQUESTED, AND THAT ALL CLAUSES THAT REQUIRE RESPONSES ARE COMPLETED. MISSING OR INCOMPLETE INFORMATION MAY RESULT IN THE ELIMINATION OF THE PROPOSAL FROM FURTHER CONSIDERATION. ALL TERMS AND CONDITIONS OF THE SOLICITATION SHOULD BE REVIEWED THOROUGHLY. ANY QUESTIONS REGARDING THE INTERPRETATION OF THE TERMS, CONDITIONS, OR REQUIREMENTS OF THIS SOLICITATION SHOULD BE DIRECTED TO THE CONTRACTING OFFICER, KAREN R. AQUINO AT 215-737-2928 OR THE CONTRACT SPECIALIST GORDON F. PETERSON AT 215-737-4281.

6. WE ENCOURAGE ALL OFFERORS TO SUBMIT THEIR OFFERED PRICES ON THE PRIME VENDOR SCHEDULE OF ITEMS, SOLICITATION REQUIREMENTS, PAGES 107 THROUGH 122 OF THE SOLICITATION. SUBMISSION OF OFFERED PRICES ON THE SCHEDULE PERMITS THE AGENCY TO EXPEDITIOUSLY AND EFFICIENTLY EVALUATE THE OFFERED PRICES. IN ADDITION, OFFERORS ARE CAUTIONED THAT OFFERED PRICES ARE TO BE ROUNDED OFF TO TWO DECIMAL PLACES.

7. THIS SOLICITATION CONTAINS FOUR (4) ONE YEAR OPTIONS. **FAILURE** TO INDICATE ACCEPTANCE OF THE OPTION BY ANNOTATING THE OFFERORS'S YEARLY OPTION PERCENTAGE CHANGE MAY BE DEEMED AS NON-ACCEPTANCE OF THE OPTION AND COULD RESULT IN **REJECTION** OF THE OFFERORER'S ENTIRE PROPOSAL.

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CAUTION NOTICE

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8. IT IS A MANDATORY REQUIREMENT OF THIS SOLICITATION THAT THE PRIME VENDOR BE REQUIRED TO INTERFACE WITH THE GOVERNMENT'S ESTABLISHED TRANSLATION PACKAGE, WHICH INCLUDES SUBSISTENCE TOTAL ORDER AND RECEIPT ELECTRONIC SYSTEM (STORES) AND SUPPORT THE ELECTRONIC DATA INTERCHANGE TRANSACTION SETS LISTED IN THE SOLICITATION. SEE ATTACHMENT 2. PRIME VENDORS UNABLE TO INTERFACE WITH THE GOVERNMENT'S TRANSLATION PACKAGE WILL BE ELIMINATED FROM FURTHER CONSIDERATION.

9. THE WRITTEN INFORMATION FOR FACTOR 1., CORPORATE EXPERIENCE/PAST PERFORMANCE, IS TO BE ANNOTATED ON THE FORMS ENTITLED "CORPORATE EXPERIENCE" AND "PAST PERFORMANCE". ALTHOUGH NOT MANDATORY, IT IS REQUESTED THAT THESE FORMS BE SUBMITTED TWO WEEKS PRIOR TO THE OFFER DUE DATE, IN ORDER TO EXPEDITE THE EVALUATION OF YOUR TOTAL OFFER. SEE ATTACHMENT.

10. THE GUARANTEED MINIMUM FOR THIS CONTRACT WILL BE 25% OF THE ESTIMATED AWARD DOLLAR VALUE, THE MAXIMUM CEILING WILL BE 125% OF THE ESTIMATED AWARD DOLLAR VALUE. THE GOVERNMENT MAY UNILATERALLY EXECUTE A HIGH CEILING LIMITED TO 150% OF THE ESTIMATED AWARD DOLLAR VALUE, TO MEET ITS' REQUIREMENTS.

11. THE SUPPLIES AND SERVICES UNDER THIS PROCUREMENT ARE FOR ALL NAVAL AND MILITARY SEALIFT COMMAND VESSELS IN AND AROUND THE PUGET SOUND NAVAL STATION.

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CAUTION NOTICE  
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IN ORDER TO CONTINUE DOING BUSINESS WITH ANY DOD AGENCY, REGARDLESS OF WHETHER IT IS VIA EC/EDI OR NOT, YOU MUST BE REGISTERED IN THE DOD CENTRAL CONTRACTOR REGISTRATION DATABASE. FOR REGISTRATION INFORMATION OR ASSISTANCE, VISIT THE CENTRAL CONTRACTORS REGISTRATION WEB SITE (<http://ccr.edi.disa.mil>) or call 1-800-334-3414.

If contractors are not able to register electronically, you may also register through your VAN (Value Added Network) provider, with support from the Electronic Commerce Resource Centers (ECRCs) listed below, or with support from the Procurement Technical Assistance Centers (PTACVs).

ECRC support for trading partners whose company name begins with the letters A-K, should contact: Palestine ECRC  
2000 South Loop 256, Suite 11  
Palestine, TX 75801  
(903) 729-5570 or 1-888-CCR-2423  
Fax (903) 729-7988

ECRC support for trading partners whose company name begins with the letters L-Z, should contact:  
CCR Registration Assistance Center (CTC)  
Johnstown ECRC  
1450 Scalp Ave.  
Johnstown, PA 15904  
(814) 262-2325 or 1-888-CCR-2434  
Fax (814) 266-2326

For contractors who only want to renew their CCR registration, the web site is: <http://ccr.edi.disa.mil>.

NAVY SHIPS IN THE EARLE, NJ & NORFOLK, VA REGION

<b>SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS</b> <i>OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, &amp; 30</i>				1. REQUISITION NUMBER	PAGE 1 OF	
2. CONTRACT NO.	3. AWARD/EFFECTIVE DATE	4. ORDER NUMBER	5. SOLICITATION NUMBER <b>SP0300-02-R-4035</b>	6. SOLICITATION ISSUE DATE: <b>07 Jan 02</b>		
7. FOR SOLICITATION INFORMATION CALL:		a. NAME <b>Gordon F. Peterson</b>	b. TELEPHONE NUMBER (No collect calls) <b>(215) 737-4281</b>	8. OFFER DUE DATE/LOCAL TIME: <b>See Page 2</b>		
9. ISSUED BY  <b>Defense Supply Center Philadelphia Directorate of Subsistence 700 Robbins Ave Philadelphia, PA. 19111-001</b>		CODE <b>SP0300</b>	10. THIS ACQUISITION IS <input checked="" type="checkbox"/> UNRESTRICTED <input type="checkbox"/> SET ASIDE: %FOR <input type="checkbox"/> SMALL BUSINESS <input type="checkbox"/> SMALL DISADV. BUSINESS <input type="checkbox"/> 8(A) SIC: SIZE STANDARD: <b>500</b>	11. DELIVERY FOR FOB DESTINATION UNLESS BLOCK IS MARKED <input type="checkbox"/> SEE SCHEDULE <input type="checkbox"/> 13a. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700)	12. DISCOUNT TERMS	
15. DELIVER TO	CODE	16. ADMINISTERED BY		CODE		
17a. CONTRACTOR/OFFEROR	CODE	FACILITY CODE	18a. PAYMENT WILL BE MADE BY			
TELEPHONE NO.			18b. SUBMIT INVOICES TO ADDRESS SHOWN IN BLOCK 18a. UNLESS BLOCK BELOW IS CHECKED <input type="checkbox"/> SEE ADDENDUM			
<input type="checkbox"/> 17b. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER			<input type="checkbox"/> 18b. UNLESS BLOCK BELOW IS CHECKED			
19. ITEM NO.	20. SCHEDULE OF SUPPLIES/SERVICES		21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
	<b>PRIME VENDOR FOR FULL LINE FOOD SERVICE SUPPLIER FOR THE NAVY SHIPS IN THE EARLE, NJ AND NORFOLK, VA REGIONS. THIS IS AN UNRESTRICTED ACQUISITION</b>					
<i>(Attach Additional Sheets as Necessary)</i>						
25. ACCOUNTING AND APPROPRIATION DATA				26. TOTAL AWARD AMOUNT (For Govt. Use Only)		
<input checked="" type="checkbox"/> 27a. SOLICITATION INCORPORATES BY REFERENCE FAR 52.212-1, 52.212-4, FAR 52.212-3 AND 52.212-5 ARE ATTACHED. ADDENDA				<input type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED.		
<input type="checkbox"/> 27b. CONTRACT/PURCHASE ORDER INCORPORATES BY REFERENCE FAR 52.212-4, FAR 52.212-5 IS ATTACHED. ADDENDA				<input type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED.		
28. CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN <u>1</u> COPIES TO ISSUING OFFICE. CONTRACTOR AGREES TO FURNISH AND DELIVER ALL ITEMS SET FORTH OR OTHERWISE IDENTIFIED AND ON ANY ADDITIONAL SHEETS SUBJECT TO THE TERMS AND CONDITIONS SPECIFIED HEREIN.			29. AWARD OF CONTRACT: REFERENCE _____ OFFER DATED _____ YOUR OFFER ON SOLICITATION/BLOCK _____ INCLUDING ANY ADDITIONS OR CHANGES WHICH ARE SET FORTH HEREIN, IS ACCEPTED AS TO ITEMS:			
30a. SIGNATURE OF OFFEROR/CONTRACTOR			31a. UNITED STATES OF AMERICA (SIGNATURE OF CONTRACTING OFFICER)			
30b. NAME AND TITLE OF SIGNER (TYPE OR PRINT)		30c. DATE SIGNED	31b. NAME OF CONTRACTING OFFICER (TYPE OR PRINT) <b>KAREN R. AQUINO</b>		31c. DATE SIGNED	
32a. QUANTITY IN COLUMN 21 HAS BEEN <input type="checkbox"/> RECEIVED <input type="checkbox"/> INSPECTED <input type="checkbox"/> ACCEPTED, AND CONFORMS TO THE CONTRACT, EXCEPT AS NOTED			33. SHIP NUMBER	34. VOUCHER NUMBER	35. AMOUNT VERIFIED CORRECT FOR	
32b. SIGNATURE OF AUTHORIZED GOVT. REPRESENTATIVE			36. PAYMENT <input type="checkbox"/> COMPLETE <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL		37. CHECK NUMBER	
41a. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT			38. SIR ACCOUNT NUMBER	39. SIR VOUCHER NUMBER	40. PAID BY	
41b. SIGNATURE AND TITLE OF CERTIFYING OFFICER			42a. RECEIVED BY (Print)			
41c. DATE SIGNED			42b. RECEIVED AT (Location)			
			42c. DATE REC'D (YY/MM/DD)			

PerFORM(DLA)

**STANDARD FORM 1449 (EG) (10-95)**  
Prescribed by GSA FAR (48 CFR) 53.212

**CONTINUATION OF THE BLOCKS ON PAGE 1 (SF 1449)**

BLOCK 8 (continued):

Offer due date/local time:

**February 21, 2003, 3:00 p.m. Local Philadelphia Time****Block 9 (continued):**?? Send **Mailed Offer** to:

Defense Logistics Agency  
Defense Supply Center Philadelphia  
Post Office Box 56667  
Philadelphia, PA 19111-6667

?? Deliver **Handcarried** Offer, Including Delivery by Commercial Carrier  
to:

Defense Supply Center Philadelphia  
Business Opportunities Office  
Bldg. 36, Second Floor  
700 Robbins Avenue  
Philadelphia, PA 19111-5092

?? All offers/modifications/withdrawals must be plainly marked on the outermost envelope with the solicitation number, closing date, and time set for the receipt of offers.

All handcarried offers are to be delivered to the Business Opportunities Office between 8:00 AM and 5:00 PM, Monday through Friday, except for legal federal holidays as set forth in 5 USC 6103.

Offerors that respond to this solicitation using a commercial carrier service must ensure that the commercial carrier service "handcarries" the offer/modification/withdrawal to the Business Opportunities Office prior to the scheduled opening/closing time.

? Transmit Facsimile Revisions to Offers To: 215-737-9300,9301,9302,or 9303.**NOTE: FACSIMILE OFFERS ARE NOT ACCEPTABLE**

Block 17a. (continued):

Offerors: Specify fax number (s): \_\_\_\_\_  
Specify email addresses \_\_\_\_\_

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## **A. SUPPLIES / SERVICES AND PRICING**

### **I. GENERAL INFORMATION**

The purpose of this solicitation is for the Defense Supply Center Philadelphia (DSCP) to establish an Indefinite Quantity Contract(s) to provide all subsistence products to the Ships located in and around the Naval Stations in Earle, NJ and Norfolk, VA. The individual customers, as well as the estimated annual purchase of subsistence items, are listed below. Actual delivery points for each of these customers are listed in Attachment 3 of this solicitation.

#### **CUSTOMERS**

##### **ZONE 1**

NORFOLK NAVAL STATION  
NORFOLK, VA.

USNS SUPPLY  
USNS SATURN  
USNS SIRIUS  
USNS SPICA  
USNS ARCTIC

##### **ZONE 2**

U S NAVAL WEAPONS STATION EARLE  
EARLE, NJ.

USS SEATTLE  
USS DETROIT

#### **ESTIMATED ANNUAL TOTAL PURCHASES**

Total per year – First year: \$5 Million    Zone 1- \$4 Million    Zone 2- \$1Million  
With four one-year options: \$25 Million

### **II. ITEMS/PRICING**

A. The offeror shall submit two copies of their most recent and current product listing.

B. Pricing will be based on the following pricing formula:

$$\text{Unit Price} = \text{Delivered Price} + \text{Distribution Price}$$

C. Definitions:

**Unit Price** - The unit price is defined as the total price charged to DSCP per unit for a product delivered to the government.

**Delivered Price** - The delivered price is defined as the actual last invoice price of a product that the prime vendor has paid a manufacturer or supplier for that product delivered to their distribution point. This is sometimes referred to as “landed cost”.

**Distribution Price** - The distribution price is defined as a firm fixed price, offered as a dollar amount, which represents all elements of the contract price other than the delivered price. The distribution price typically consists of the prime vendor's projected general and administrative costs, overhead, packaging costs, transportation costs from the prime vendor's distribution point, any other projected expenses associated with the prime vendor function, and anticipated profit. This distribution price is intended to reflect the difference between the delivered price and the unit price to deliver the specified product to the ordering activity. This distribution price shall represent the amount to be added to the actual invoice price paid to the manufacturer or supplier by the prime vendor for each food or beverage item. This dollar amount shall remain constant for the complete term of the contract.

1. The Government's ordering system requires that pricing will be fixed for a certain period of time. Pricing will be at the time of order. These prices will be fixed until delivery, provided that delivery is requested within the time frame of six days starting the day after the order is placed. If delivery is not requested until after this time frame, pricing will be as of the delivery date.
  - A. For example, orders placed on September 17th will be priced at time of order, if the delivery is required between September 18th and September 23rd inclusive. If delivery is not required until 24th September, or after, the order will be priced with those prices in effect at the time of delivery.
2. Vendors may change prices in their STORES Vendor Item Catalog weekly. The submissions are to be made by Thursday, to be in effect the following Sunday. All price changes must be submitted to DSCP via the 832 EDI Transaction Set. **This transmission must be received by Thursday, 1:30 PM Philadelphia time.** See Attachment entitled "EDI Implementation Guidelines" for more information on the various EDI transaction sets required under this contract.
3. Vendors may submit alternate price change submissions (832 updates). However, it should be noted that prices cannot be updated more frequently than weekly. For example, it may benefit both the offeror and the government to submit prices bi-weekly on Thursday. In the case of federal holidays, vendors may be requested to submit price changes earlier or to hold prices through the next week.
4. The items to be procured under this contract shall be broken down into separate food categories for purposes of proposing distribution prices. For the **Distribution Price Category Only**, prices are to be offered in the same manner in which you sell the product. For example, if you sell a product by the case, then the distribution price will be by the case, whereas if you sell the product by the pound or by the each, the distribution price would be listed accordingly. Distribution prices shall be formatted to no more than two (2) places to the right of the decimal point. Offerors may utilize the category listing below, or submit their version of food categories. There is an upper limit of fifty (50) categories that one may submit. The Government's food category is listed below. It is highly recommended that this list be utilized. However, deviations

## NAVY SHIPS IN THE EARLE, NJ &amp; NORFOLK, VA . REGION

will be accepted provided that the additional categories are reasonable and not in excess of the 50 category limit.

**Item Categories** – The items to be procured under the contract shall be broken down into separate food categories for the purpose of proposing Distribution Prices. The Government's food categories are listed below:

<b><u>Category Number</u></b>	<b><u>Category Description</u></b>
1	Bakery and Cereal Products
2	Beverages
3	Bouillons and Soups (Canned and Dry)
4	Condiments and Related Products
5	Confections, Nuts and Sugars
6	Cheese
7	Eggs
8	Other Dairy Products Not Mentioned
9	Bread Products
10	Milk Products
11	Ice Cream Products
12	Dietary Products
13	Fats and Oils
14	Frozen Fish, Other Than Shellfish
15	Frozen Shellfish
16	Chilled Meats and Poultry
17	Frozen Meats and Poultry
18	Fresh Fruits and Vegetables
19	Frozen Fruits and Vegetables
20	Jams, Jellies and Preserves
21	Other Semi-perishable Products Not Mentioned
22	Centrally Managed Items/Mandatory Items
23	Any Other Category of Items Not Covered Above
24	Navy Combined Meal Package

### **III. REBATES/DISCOUNTS**

A. Rebates and discounts are to be returned to DSCP when they are directly attributable to sales resulting from orders exclusively submitted by DSCP or its customers. Additionally, any rebates and discounts offered to any commercial customer or other Governmental organization shall be returned to DSCP or its customers in the form of an up-front price reduction reflected in the weekly 832 catalog change transmission. Additional rebates over and above those cited may be offered to DSCP to enhance one's proposal. If offered by the successful awardee, these rebates will be expected to be returned in the manner stated above.

B. The Prime Vendor shall be as aggressive as possible in pursuing all rebates and discounts for the customers supported under this contract. Notwithstanding the requirements included herein, the offeror warrants, at a minimum, that the DSCP customers will receive rebates and discounts equal to or better than the offeror's most favored commercial or other Government customer. The offeror will provide a description of those rebates and discounts meeting the requirements herein as part of their offer in accordance with the provisions outlined in Section entitled "Instructions, Conditions and Notices of Offerors." The rebates and discounts proposal will be reviewed and if found acceptable, shall become part of the resulting contract(s). A rebate report shall be provided to the Contracting Officer on a quarterly basis as a minimum. The final procedures relative to managing and returning lump sum rebates will be based on the final proposal and confirmed after award. The Government, however, reserves the right to audit applicable records to ensure proper administration of the rebate program and the money due the Government have been properly returned in accordance with the offer.

#### **IV. AWARD DETAILS**

A. Any award (s) made against solicitation SP0300-02-R-4035 will result in an Indefinite Quantity Contract. This solicitation is divided into two zones. Zone 1 covers support ships in Norfolk, VA and Zone 2 covers support ships in Earle, NJ. The Government reserves the right to award one contract for Zone 1 & 2 or separate awards for each zone.

B. Prospective offerors are notified that the resulting contract is a purchasing option for the ordering activities under this acquisition. The DSCP Contracting Officer cannot guarantee the successful offeror that upon award of this contract the activities will purchase all of their foodservice requirements from the prime vendor. This does not usurp the guaranteed estimated minimum contract dollar value.

#### **V. ESTIMATED VALUE (GUARANTEED MINIMUM AND MAXIMUM PARAMETERS)**

The estimated dollar value of this acquisition is \$25 million, inclusive of the four (4) option years. The base year value of this contract is estimated to be \$5 million. The guaranteed minimum will be twenty-five percent (**25%**) of the estimated award dollar value per contract period. The maximum ceiling will be one hundred and twenty-five percent (**125%**) of the estimated dollar value per contract period. In the event of emergencies and/or mobilization, the Government reserves the right to unilaterally execute a higher alternate ceiling. This alternate ceiling shall be one hundred and fifty percent (**150%**) of the estimated dollar value per contract period of this acquisition. The maximum ceilings are not negotiable.

Note: Prospective offerors are hereby advised that although there is a guaranteed minimum of 25% on this contract, DSCP cannot guarantee that any or all of the customers will order all of their subsistence and related non-food requirements from the successful Prime Vendor. Once the guaranteed minimum has been met, the customer may or may not choose to continue ordering from the contract. To a large extent, their decision to continue ordering will be based on the performance of the Prime Vendor.

**VI. OPTIONS**

A. There are four (4) one-year options in this solicitation. Acceptance of these options by the successful prime vendor is **mandatory**. These option terms will follow the base year period upon expiration of that term, for a total possible contract period of five years. Exercise of options by the Government is covered in DSCP Clause 52-217.9P12 in the section for Contract Clauses.

B. Distribution prices must be submitted for each option year as well as for the base term. The prices offered on each option year will be calculated with the delivered price proposed with each evaluated item. The distribution price for each option year may be offered as a percentage, increase or decrease, from the base year. A firm may base their option pricing on the Consumer Price Index (CPI) but must also propose a cap amount, submitted as a percentage. This cap will represent the maximum increase allowable for the option years. This cap will be used for evaluation purposes. If a firm uses the CPI index for their option year pricing, they must also submit the current CPI figure, increase or decrease, for the most recent twelve-month period. Prices will be evaluated inclusive of options. Being more specific, the totals of all prices for the five terms (base year plus four one year options) will be added together to arrive at the total aggregate dollar value. This total aggregate dollar value will be used for evaluating the lowest aggregate dollar value submitted by the offerors.

**VII. BACKUP PRIME VENDOR**

The offeror (s), which is awarded the prime vendor contract for this area, may become a potential backup supplier for other areas should a prime vendor in an adjacent or nearby area, in an extremely rare instance, be unable to support, one, some, or all of the customers in that assigned area. Offeror's agreement to perform as a potential backup prime vendor is required; however, if this rare situation does arise, a contractor's assignment to act as a backup to any or all customers in another zone would be negotiated through a bilateral agreement/modification to the contract. As part of this agreement, the distribution fees for the backup prime vendor to support the customers of another area would be negotiated at that time. These measures would be taken to preclude the need to re-solicit for support to the affected customers, as well as to maintain the required service to these customers.

**VIII. CENTRALLY PROCURED ITEMS**

A. Market Ready Items: Fresh bread items (primarily sliced bread and rolls), fresh dairy items (fluid milk, cultured products) and fresh fruits and vegetables are centrally procured by DSCP and are not expected to be ordered by the Prime Vendor. If, after contract award, the ordering activities have a need for Prime Vendor deliveries of some or all of these items, the Contracting Officer and Prime Vendor will determine the availability and establish a mutually agreed upon start-up period. The Contracting Officer will also negotiate a distribution price for this service with the Prime Vendor.

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- B. The centrally procured items that are purchased by DSCP are soda and potato products. In this case, DSCP will mandate the source of supply to the Prime Vendor if the Services direct customer participation.

**IX. MANDATORY ITEMS**

- A. The items listed below, in stated package or any commercial packaging equivalent must be purchased from either the National Industries for the Blind (NIB) or the National Industry for the Severely Handicapped (NISH):

<u>NSN</u>	<u>ITEM</u>
8920-00-782-6353	Pancake Mix, No. 10 can
8920-00-823-7221	Cake Mix, Devil's Food
8920-00-823-7223	Cake Mix, Gingerbread
8950-01-079-6942	Paprika, Ground
8950-01-254-2691	Garlic Powder

B. List of Suppliers

1. Pancake Mix, Devil's Food Cake Mix and Gingerbread Cake Mix:

Advocacy & Resources Corporation  
 435 Gould Drive  
 Cookeville, TN 38506  
 POC: Ms. Terri McRae  
 Voice: 615-432-5981  
 Fax: 615-432-5987

2. Garlic Powder and Paprika:

Unistel Continental Development Service, Inc.  
 650 Blossom Road  
 Rochester, NY  
 POC: Mr. Jack Pipes  
 Voice: 1-800-864-7835 X252

- C. If a Prime Vendor is advised that any of the above items are not available from the supplier, the Contracting Officer must be immediately notified.

NOTE: The Government reserves the right to incorporate into resultant contract any consumable or disposable products (related non-food items) associated with the preparation or serving of food. This includes, but is not limited to, plastic, foam, paper goods and cleaning supplies. The offeror

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must provide a distribution price for this category. DSCP is currently working to add Non-Food (Relating to Foodservice) items to its' Prime Vendor contracts. Upon this implementation certain items will require sourcing via NIB/NISH centers/stores. The exact items will be furnished when the program is finalized.

D. MUSIC Items: The acronym "MUSIC" stands for "Military Unique Subsistence Item Coordination." The Navy has designated the ten items listed below as "military unique." DSCP has contracted with Advocacy and Resources Corporation to maintain a supply of these items to be provided to the Prime Vendor supplying Naval Ships afloat. The MUSIC contract provides for shipment of products ordered by the Prime Vendor no sooner than five (5) but no later than seven (7) working days after receipt of order. It is mandatory that you obtain the MUSIC items listed below from:

Advocacy and Resources Corporation  
435 Gould Drive  
Cookeville, Tennessee 38506

The point of contact is: Terri Lewis McRae  
Executive Director  
Phone: 615-432-5981  
Fax: 615-432-5987

8910-00-082-5734	Cheese, Cottage, Dehy.
8910-00-965-1553	Egg Mix, Dehy. No. 3 Cylinder Can
8910-01-091-7209	Milk, Nonfat, Dry, 4 LB Can
8915-01-004-6676	Potato Mix, Dehy, No. 10 Can
8920-00-165-6868	Flour, Bread, 35 LB Can
8920-01-466-6511	Flour Alternate Pak
8925-00-223-5504	Sugar, Granulated, 35 LB Can
8925-01-466-6521	Sugar Alternate Pak
8945-00-080-9396	Shortening, 5 GL Can
8945-01-452-2000	Canola Oil, Deep Fat Fry, 1/5 GL Can

It should be noted that the distribution price stated for these items should include only those costs associated with storing, handling, shipping and transportation as acquisition costs and other associated overhead will not apply. The current MUSIC contract, SP0300-02-D-1137, dated 1 April 2002, establishes the unit prices for each item to each Prime Vendor.

In the event the MUSIC contract is not extended or renewed, the Prime Vendor will be responsible for supplying these items.

In the event that the Prime Vendor places an order for any MUSIC or Mandatory item, and is advised by the supplier that the item is unavailable, immediate notice of the name of the item

and the quantity of the order shall be provided to the Contracting Officer. The Prime Vendor should also immediately contact the customer for approval to substitute another item.

**X. JUICE/DRINK/SODA/SOFT SERVE/YOGURT AND CEREAL DISPENSERS**

A. When requested, the contractor shall furnish dispensing machines and beverage products, including CO2 and mixing agents, as required. All management, labor, transportation and supplies required to repair and maintain contractor's equipment shall be the sole responsibility of the contractor.

B. The contractor shall furnish mechanically refrigerated dispensing machines and heads suitable for use with the contractor's bag-in-the-box juices, drinks, coffee and soft serve/yogurt machines. A sufficient number of machines and dispensing heads shall be installed in the customer's facility to accommodate the specific needs of each ordering activity.

C. The contractor will provide a technically qualified service representative who will perform monthly maintenance and quality control inspection on each dispensing system (more frequently if deemed necessary).

D. Any equipment or material furnished for the purpose of dispensing the beverages will remain the property of the contractor.

E. The Prime Vendor will be responsible for the delivery of bag-in-the-box juices and sodas, regardless of quantities.

**XI. NATIONAL ALLOWANCE PRICING AGREEMENT (NAPA)**

**A. Definitions:**

**1. Agreement Holder** - the supplier or manufacturer that has agreed to offer discounts to DSCP on product ordered under DSCP Prime Vendor contracts.

**2. National Allowance Pricing** - the program implemented by the Defense Supply Center Philadelphia (DSCP) to maximize the leverage of DSCP's unified buying power and reduce the overall delivered price under Prime Vendor Contracts to the customers of DSCP.

**3. National Allowance Pricing Agreements (NAPAs)** - agreements between DSCP and suppliers/manufacturers, which identify product category, allowances. These allowances or discounts apply only to the delivered/invoice price of the product. The NAPA does not affect the Prime Vendor's distribution price or fee in any way. All applicable allowances are deducted prior to the Prime Vendor's distribution fee.

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B. DSCP has implemented a NAPA Program as part of the Subsistence Prime Vendor program. Under the NAPA Program, DSCP will enter into agreements with suppliers/manufacturers.

C. Under the NAPA Program, Agreement Holders will:

1. Authorize and consent to allow the contractor to distribute its products to ordering activities under the Prime Vendor Program.

2. Offer discounts on the delivered price of the product ordered under Prime Vendor contracts, in the form of deviated allowances, whereby the price to the customer includes the discount. The deviated price is the price that will be submitted via the 832-catalog transaction.

D. NAPA's neither obligate the Prime Vendor to carry, or the ordering activity to purchase, any of the agreement holders products, however NAPA terms will apply to any order placed by a customer for products covered by a NAPA, in which case the invoice price must reflect the NAPA.

E. If a contractor has a pricing agreement/arrangement with more favorable terms and/or pricing structure, then the contractor is required to pass on these savings to the customer.

F. Under a contract resulting from this solicitation:

1. Within five (5) working days from notification of award, the awardee will contact John Steenberge, Program Manager, NAPA Team, (215) 737-4210. The NAPA Team will provide general instructions and a password to access the allowances on the NAPA website.

2. The Prime Vendor agrees to bill the invoice price to the Government as specified by the NAPA allowance and initiates a bill-back to the agreement holder, if any activity orders any product covered by a NAPA. The agreement holder will reimburse allowances to the Prime Vendor within a time period mutually agreeable to by the Prime Vendor and the agreement holder.

3. Any disputes involving the NAPA between the Prime Vendor and the agreement holder will be resolved between them according to their own commercial practices. However, DSCP will attempt to facilitate any such disputes.

G. The NAPA Program is for the exclusive use of DSCP customers under the resultant contract.

#### H. NAPA TRACKING PROGRAM

The Prime Vendor agrees to comply with the requirements of DSCP's Tracking Program for NAPAs and shall provide the required product information to support the NAPA allowance and sales tracking web site.

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Data shall be submitted as follows:

1. Format.

The required information shall be formatted in an excel sheet, flat ASCII file or a delimited file. Each transmission must be of the same format. Requests to change from one format to another must be forwarded to the contracting officer for approval.

2. Transmission of Data.

Information shall be submitted electronically via—

(a) email to [data@one2oneus.com](mailto:data@one2oneus.com). Include contract number(s) in email title.

OR

(b) FTP to <ftp://ftp.one2oneus.com>. Inquire for a username and password.

3. Frequency of Submission.

Information shall be submitted as often as the data may change but no more than weekly.

4. Contents of the Data File.

The contents of the data file shall include the information shown below for all of the products, NAPA and non-NAPA, that are shipped to the government. All of the fields for each item must be populated with information unless otherwise stated.

<u>Field #</u>	<u>Field Description</u>	<u>Field Name</u>	<u>Width</u>	<u>Format</u>	<u>Note</u>
1	Prime Vendor Part Number	PVPARTNO	15	Alpha-Numeric	
2	Product Description	DESC	45	Alpha-Numeric	
3	Unit of Measure	UOM	3	Alpha-Numeric	
4	Manufacture SKU or UPC	MFGNO	15	Alpha-Numeric	Note 1
5	Brand Label or Manufacturer Name	MFG	45	Alpha-Numeric	Note 2
6*	Unit Allowance Amount	ALLOW	12	9999999.9999	Note 3
7*	Allowance UOM	ALLUOM	3	Alpha-Numeric	Note 4
8*	Allowance to Ship Conversion	ALLCONV	12	9999999.9999	Note 5
9	Prime Vendor Markup Amount	PVMARKUP	12	9999999.9999	Note 6

\*Fields 6, 7 and 8 relate to NAPA. If a product is NOT subject to a NAPA allowance then fields 6, 7 and 8 can be left blank or zero.

**NOTES:**

1 This field represents the manufacturer's part number of the product. If a valid case UPC is available, you should use the case UPC. The UPC check digit is optional. In the case where a UPC is not available, then you must use the **manufacturer's** part number (SKU number) as designated by the manufacturer. All leading zeros are required. All characters such as dashes are also required if the manufacturer uses the character in their part number identifier.

2 This field needs to identify the manufacturer (not necessarily the supplier) of the product. If your item master has a valid case UPC and you send the UPC in field 4 there is no need to provide this field. If you do not have a valid case UPC, please indicate the manufacturer or brand name or some code indicating the same. If you use a code please provide an additional listing of those codes and their description. Please note, this is the **manufacturer** of the product not necessarily who supplied you the product.

3 This is the off-invoice allowance amount. It can be found in the NAPA table. If the product is not subject to a NAPA allowance then please set this field to zero.

4 This is the allowance UOM. It can be found in the NAPA table. If the product is not subject to a NAPA allowance then please leave this field blank.

5 Conversion to the Unit of Issue UOM. The conversion factors to equalize the allowance UOM to the unit of issue UOM. For example, if the unit of issue UOM is "CA", for Case, and the allowance UOM is "CS", for Case, the conversion factor would be set to 1. However, in the case where the Unit of Issue is "CS" and the Allowance UOM is "LB", for pounds, this conversion factor may be fifty (50) because there are 50 lbs in a case. If the product is not subject to a NAPA allowance then please set this field to zero.

6 For each item, provide the applicable markup amount. As previously negotiated with DSCP, you have assigned a markup amount to each food category or to each item. This amount should correspond to the unit of issue measurement. This is required in order to insure that a NAPA allowance was provided off-invoice.

**XII. FOOD SHOWS**

A. DSCP actively participates in vendor Food Shows for the purpose of obtaining food show "allowances". These allowances are negotiated by DSCP with each exhibitor at the Food Show, whether it is a broker representing several firms, the distributor representing a firm, or the manufacturer directly. In addition, other procedures in accordance with a vendor's normal commercial practice may be used to negotiate the allowances or savings.

B. The Prime Vendor is required to advise the Contracting Officer and/or Account Manager of all Food Shows that are conducted throughout the course of the contract. This includes Annual Shows, as well as Regional and/or Mini Food Shows. The Government reserves the right to participate.

C. Approximately one (1) week prior to the food show, the Prime Vendor shall furnish the Contracting Officer and/or Account Manager with the following information:

1. List of brokers/manufacturers attending the Food Show.
2. Map showing the locations of booths.
3. Effective period of the allowances.
4. Statement as to whether the allowances are applicable to all orders placed within the effective period, or for only the amount of product booked.
5. Usage report for all customers covered by the contract. This data shall represent the same number of weeks as the effective period of the allowances. The data shall be a consolidation of all customers, and be sorted in booth order sequence. At a minimum the following elements are required:
  - a. Vendor Part Number
  - b. Description of item
  - c. Usage quantity
  - d. Manufacturer/Brand
  - e. Booth Number of exhibitor representing the product.

D. At the end of the Food Show allowance period, the vendor shall submit to the Account Manager a Food Show savings report by customer. This shall be completed within 3 weeks of the ending of the allowance period.

E. **Food Show Allowances must be passed on to the customers directly as a deviated price.** Accordingly, when the applicable items are ordered, the price must reflect the discount if ordered during the specified time frame. The deviated price is the price that is to be submitted via the 832-catalog transaction.

F. National Meat and Seafood Audits will be conducted by DSCP at the Prime Vendor's expense. Details can be found on page 42-43.

### **XIII. QUALIFIED PRODUCTS**

A. Offerors are requested to offer in response to the schedule of items only the quality level of their commercial products offered to better "quality conscious" customers.

B. When designating an item as a match for the DOD item in the schedule of items shown in Attachment II the item must be:

1. Identical in respect to packaging and packing when the DOD unit of issue is not described by weight (e.g., lb. or oz.) For example, NSN 8915-00-286-5483 FRUIT COCKTAIL CANNED, is described as "light or heavy syrup pack, US Grade A or B, No. 2-1/2 size can, 24 per case." The requirement for this item cannot be fulfilled by substituting a No. 10 can and modifying the unit of issue ratio in the STORES ordering system. The same holds true for items described as package (PG), or bag (BG).

2. Identical for portion control items, except that pack size may vary. For example, NSN 8905-00-133-5889 BEEF BRAISING STEAK, SWISS, is described as “frozen, formed, portion-cut, not mechanically tenderized, US Choice Grade or higher, 6 oz ea, USDA IMPS, Item No. 1102 or equivalent, from knuckle, inside round, Eye of Round or Outside Round, 53 lbs per box.” The requirement for the formed six-ounce portion must be identical. However, if the commercial pack size is a 15 lb box it would be acceptable by modifying the unit of issue ratio in the STORES ordering system. In respect to the aforementioned examples, the DOD ordering activities require continuity with the DOD unit of issue for proper inventory and accounting within DOD.

3. Equivalent in respect to grade or fabrication.

C. All meats are to be delivered frozen, except for items that are specified as chilled on the catalog (i.e. canned ham).

#### **XIV. DEFENSE APPROPRIATIONS ACT**

A. All items supplied under the contract awarded, as a result of this solicitation must comply with the Berry Amendment (**10 U.S.C. 2533a**) and the provisions of Clause 252.225-7012 (**April 2002**). These references require that all items supplied under the contract be **manufactured or processed** in the United States or its possessions. This section does not apply to fish, shellfish, or seafood products. (See exception to Berry Amendment exemption).

B. Vendors are reminded that the annual Defense Appropriations Act requires that all food products supplied to the military, which are paid for by appropriated funds, must be- **manufactured or processed** in the United States or its possessions. This would not apply to commissary resale items or for the acquisition of those specific items listed as follows:

Bananas	Beef, corned, canned
Beef Extract	Brazil Nuts, unroasted
Capers	Cashew Nuts
Castor Beans and Oil	Chestnuts
Chile	Cocoa Beans
Coffee, raw or green bean	Oranges, mandarin, canned
Spices and herbs, in bulk	Tapioca, flour and cassava
Tea, in bulk	Thyme oil
Olive Oil	Sugars, raw
Vanilla beans	
Olives (green), pitted or unpitted or stuffed in bulk	
Coconut and coconut meat, unsweetened, in shredded, desiccated, or similarly prepared forms.	

C. For additional information, please consult the DoD FAR Supplement at 225.7000 "Appropriations Act Restrictions" and/or contact the Contracting Officer.

D. Vendor must identify any offered food items that are not domestic when submitting offer. Lack of identification of non-domestic item is Offeror's certification of compliance.

**XV. ADDITIONAL CUSTOMERS**

Military Sealift Command, other ships and Foreign Vessels visiting the geographic area covered by this solicitation may be added to the contract on a periodic basis. Every attempt to provide advance notice of this situation will be made for the contractor. The contractor must be able to provide ordering procedures outside the STORES for foreign ships. Receipt and payment procedures will be handled by the individual ship or on a manual basis by DSCP.

**XVI. NON-COMPETITION**

- A. The offeror warrants that he will not actively promote, encourage or market any of the customers on this acquisition away from a resultant DSCP contract and onto a contract of any other Government agency or commercial entity.
- B. A violation of this provision will be considered a breach and the Contracting Officer may:
  - a. Follow the termination procedures found in FAR Part 49.4 (2001), and/or
  - b. Use this breach as a factor in determining whether or not to exercise an available option under the procedures found at FAR Part 17.207 (2001)

**XVII. CUSTOMER SERVICE POLICY**

A. The Prime Vendor shall treat each and every customer covered under this contract as one of its best customers. Therefore, any treatment and/or customer service policy given to other essential accounts shall also be given to the customers covered under this contract.

B. The Prime Vendor shall provide customer service representatives and specific points of contact for customer assistance, especially in respect to emergency service requirements, product quality complaints, shipping discrepancies and damage. Toll free telephone service will be set up for customers to contact the customer service representative. The prime vendor will provide these points of contact to the ordering activities not later than start up of contractor performance.

**XVIII. ITEM SCHEDULES**

A schedule of 50 items is listed on Pages 107 through 114, with quantity estimates. These items represent approximately twenty-five (25%) of dollars projected to be spent under this proposed contract. Complete pricing data for those 50 items is essential. However, it should be noted that most of the individual delivery points should be expected to develop a routine demand pattern for approximately two hundred or less of the items. In the post award phase, all available quantity estimates for all the items on the schedule will be provided to the awardee. Ability to source and supply all the items on the schedule will weigh in the evaluation of offers. All of the top 50 items have been selected for more extensive price analysis. The offeror must submit current supplier invoices for these items.

B. Customers will be able to add additional food items to this contract during the post award phase. The items must be determined by the Contracting Officer to be fair and reasonably priced, of an acceptable quality, and come from the same subsistence categories that are represented in this solicitation. The distribution pricing submitted for these additional items must be consistent with other distribution prices for items from the same category. In no case can these items increase the dollar value of the contract by more than twenty-five (25%) percent.

C. If a customer desires to order an item that is not part of the contractor's inventory, and movement must be 20 cases per loadout, the Prime Vendor will be allowed a total of thirty (30) days to source items, obtain stock number from DSCP and add to Vendor Item Catalog via 832 catalog transaction. These items should then become a permanent part of the Prime Vendor's inventory if it appears that these items will be ordered on a regular basis.

C. The successful awardee shall assume the responsibility of introducing new food items to the customers, as well as to show nutritional and cost effective alternatives to their current choices. You will be required on at least a quarterly basis to conduct product sampling/taste testing. Your company would still be required to perform your normal supplier selection process to include your analysis/comments/recommendations of the new products prior to the product sampling/taste testing.

E. The Navy, from time to time, develops different programs to better the Quality of Life for the end user. Prime Vendors are expected to take part in these programs (i.e. advanced foods, bar coding, menu planning).

**XIX. PRIME VENDOR SCHEDULE OF ITEMS (FULLY PRICED)**

NOTE: Distribution prices for the following items should be based on the average delivered price ("landed price") during the full week (Monday through Friday), two weeks prior to the closing date for this solicitation. If no price is available for that particular week, the delivered cost used shall be based on the last available price prior to the time specified above. If the price is

based on pricing for the period two weeks before the closing of this solicitation, your price should include the date of acquisition.

**XX. ITEM CATEGORY (DISTRIBUTION PRICES)**

Category Number	Category Description	Distribution Price
1	Bakery and Cereal Products	_____
2	Beverages	_____
3	Bouillons and Soups (Canned and Dry)	_____
4	Condiments and Related Products	_____
5	Confections, Nuts and Sugars	_____
6	Cheese	_____
7	Eggs	_____
8	Other Dairy Products Not Mentioned	_____
9	Bread Products	_____
10	Milk Products	_____
11	Ice Cream Products	_____
12	Dietary Products	_____
13	Fats and Oils	_____
14	Frozen Fish, Other Than Shellfish	_____
15	Frozen Shellfish	_____
16	Chilled Meats and Poultry	_____
17	Frozen Meats and Poultry	_____
18	Fresh Fruits and Vegetables	_____
19	Frozen Fruits and Vegetables	_____
20	Jams, Jellies and Preserves	_____
21	Other Semi-perishable Products Not Mentioned Above	_____
22	Centrally Managed Items/Mandatory Items	_____
23	Any Other Category of Items Not Covered Above	_____
24	Single Stock Number Items	_____

**XXI. OPTION PRICING**

1. There are four (4) one-year options in this solicitation. Acceptance of these options by the successful prime vendor is **mandatory**. The distribution prices for each option year shall be offered as a percentage increase or decrease, from the base year. The distribution prices offered on each option year will be calculated with the delivered price proposed for each evaluated item.
2. Prices will be evaluated inclusive of the options, i.e. the totals for all prices for the base year plus option years will be added together to arrive at the total aggregate dollar value. The dollar value will be used as the basis for evaluating offers.

3. Besides the evaluation of price factors the Contracting Officer will consider the prime vendor's performance under the contract before exercising an option.
  - a. When considering prime vendor performance, if there is evidence that it has violated the non-solicitation clause of this contract by actively promoting, encouraging, or marketing a customer on this acquisition away from a resultant DSCP contract and onto a contract of any other Government agency or commercial entity, the Contracting Officer may choose not to exercise this contract option.
4. At any point during the base year or one of the option years, if the contract reaches its maximum monetary ceiling of 125% of the estimated value of \$25 million in the case of surge/mobilization and funds are available, the Government reserves the right to exercise the option less than one (1) year after the award date (or in the case of an option, less than one year after the exercise of the option). In addition, the Government reserves the right to exercise multiple options concurrently at anytime after the award date.

Offerors are required to stipulate their distribution price rate of change for all items for the four option years, in the event the option years are invoked. See Business Proposal page 89.

## **B. DESCRIPTIONS / SPECIFICATIONS**

### **I. GENERAL INFORMATION**

DSCP intends to enter into an Indefinite Quantity Contract for the supply of semi-perishable and perishable items such as groceries, frozen food products, beverages, dairy products, boxed meats, primal and sub-primal cuts and further processed meat, seafood, eggs and produce for all customers identified on Page 8 of this solicitation.

### **II. ORDERING SYSTEM**

#### A. Order Fill and Substitution Policy:

**All supplies shall be furnished on a "fill or kill" basis.** No substitutions will be accepted unless authorized by the ships and coordinated with the FISC. Partial shipments are acceptable if the customer is notified and agrees; however the unfilled quantity is canceled. Offerors are required to have procedures for handling not-in-stock (NIS) situations. The offeror is required to stipulate timeframes in which the NIS item will be identified to the customer prior to delivery in order that a substitute item may be requisitioned.

#### B. Subsistence Total Order and Receipt Electronic System (STORES)

1. STORES is the Government's ordering system which is capable of

accepting orders from any of the Services', i.e. Army, Air Force, Navy, Marines, individual ordering systems and translating the orders into an Electronic Data Interchange (EDI) format. In addition, this information is passed to DSCP for the purposes of contractor payment and customer billing.

2. Customers will be able to order all of their food and beverage requirements through STORES.

3. The Prime Vendor shall be required to interface with STORES. In order to interface with STORES, the offeror must be able to support the following EDI transaction sets:

832	Catalog (Outbound - Vendor to DSCP)
850	Purchase Order
861	Receipt
997	Functional Acknowledgment
810	Electronic Invoice

4. A complete description of these transaction sets is included in the "EDI Implementation Guidelines" attached to this solicitation.

5. The vendor MUST have access to the Internet and be able to send and receive electronic mail (email).

6. Unit prices and extended prices must be formatted two (2) places to the right of the decimal point. STORES WILL NOT ACCOMMODATE POSITIONS 3 ABOVE AND BEYOND THE DECIMAL POINT.

7. Within the 832 transaction, as well as the invoice to the customer, the offeror is required to submit "Item Descriptions" per the Government's format. An example is, "Carrots", would be listed as "Vegetable, Carrots, Crinkle Cut".

#### C. Order Placement:

1. Customers shall place their orders to accommodate a "skip day" delivery. Orders for skip day deliveries must be received by the contractor by no later than 2:00 PM customer local time, two days before the delivery day. For example, an order placed on September 24th would have a required delivery day of September 26th. For customers that need next day delivery, the cut-off time for order placement will be 12:00 PM customer local time.

2. The Prime Vendor shall advise the customer by 12 noon on the day after the order is placed of the non-availability of an item. If a customer places an order several days before the required delivery date, the Prime Vendor must still notify the customer on the day after the order is placed of the non-availability of an item. At this time, if it appears that the vendor does not

expect a stock replenishment in sufficient time to fulfill the requirement, the Prime Vendor should offer the customer a substitute, or advise them of the not in stock position of the item. The customer will make the final decision on the acceptability for any substitution.

5. A substitute item must be of equal or higher technical quality and equal or lower in price.

### **III. QUALITY PROGRAM**

A. The contractor shall develop and maintain a quality program for product acquisition, warehousing and distribution to assure the following:

1. Standardized product quality
2. The usage of First-In, First-Out (FIFO) principles;
3. Product shelf life is monitored;
4. Items are free of damage;
5. Correct items and quantities are selected and delivered;
6. Ensure requirements of the Berry Amendment are met;
7. Customer satisfaction is monitored;
8. Product discrepancies and complaints are resolved and corrective action is initiated;
9. Supplier, FDA, or DoD initiated food recalls are promptly reported to customers and DSCP;
10. Compliance with EPA and OSHA requirements;
11. Salvaged items or products shall not be used;
12. Applicable food products delivered originate from a source listed as a Sanitarily Approved Food Establishment for Armed Forces Procurement.
13. HAACP, if applicable

#### **B. Supplier Selection**

A supplier selection or certification program shall be used to ensure standardized product quality for each item supplied and/or listed in the stock catalogs, regardless of supplier. The product quality shall equal that described in the pertinent item specification. Product characteristics shall be standardized to the extent that variations in flavor, odor, and texture will be minimized.

### **IV. DATE OF PACK/SHELF LIFE/FRESHNESS REQUIREMENTS**

A. Acceptance of supplies will be limited to product processed and packed from the latest pack available or the latest seasonal pack during the contract period. All products delivered shall be as fresh as possible, and within the manufacturer's original shelf life period (i.e., "Best If Used By Date", Expiration Date). For Annual Pack items, products will be from the latest seasonal pack available. No product shall be delivered to customers with less than 60 days Manufacturer's original shelf life.

1. Chilled fresh meats shall be delivered within 14 days from the date of pack;

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2. Fresh bakery items will be delivered the same day of production and packaging, or the next day in accordance with industry practice.

3. Fluid dairy products and other dairy products shall have sufficient remaining shelf life commensurate with good commercial practice and at a minimum:

a. Milk – Milk products must be delivered within 72 hours after pasteurization;

b. Sour Cream must be delivered within 7 days after pasteurization

c. Butter must be delivered within 30 days after pasteurization

d. All cheeses will be as fresh as possible and within the manufacturer's established shelf life (i.e. Best If Used by Date, Expiration date);

4. Fresh Fruits and Vegetables, if included, shall be free from decay, well colored, and possess characteristics normally associated with U.S. No. 1 or better.

5. At the time of the initial submission of the proposal, the offeror shall provide a set of product technical descriptions [specifications], for the "Market Basket" items identified in this solicitation if product being priced is not an "identical match". The technical description must contain sufficient detail to determine the product's salient characteristics for comparison to that solicited in the schedule of items. Subsequent to award, for every item sourced, the contractor shall provide an alphabetical listing (preferably in an ordering guide format) containing the following data elements: DOD Stock Number, Contract Line Item, Distributor Stock Number, Item Description, Temperature Criteria, Type of Pack Dating used (open Date of Pack), Shelf Life, Unit Pack, Unit of Issue. This coded ordering book shall be used as a reference for the acceptance verification. The contractor shall provide a copy of the listing to each customer activity not later than the start-up of the contractor's performance.

#### **V. WAREHOUSING, DISTRIBUTION AND SANITATION PROGRAM**

A. The contractor shall develop and maintain a sanitation program. Records of inspection performed by the firm, subcontractor, or recognized industry association shall be maintained and made available to the Government at the Contracting Officer's request. Any findings by the firm or its agent documenting a critical sanitation deficiency shall be reported immediately to the Contracting Officer with an attached report of corrective action. Accepted industry standards for the above programs include, but are not limited to, the Code of Federal Regulations, Title 21, part 110, Food Manufacturing Practices, the Federal Insecticide, Fungicide and Rodenticide Act (as amended), the Food, Drug, and Cosmetic Act of 1938, and pertinent state and local laws and regulations.

B. Applicable food products, e.g. poultry, dairy and seafood items delivered to customers

listed in this solicitation, as well as any customer added to the Prime Vendor Program, shall originate either from an establishment listed in the “*Directory of Sanitarily Approved Food Establishments For Armed Forces Procurements*”, or one which has been inspected under the guidance of the United States Department of Commerce (USDC), the United States Department of Agriculture (USDA) Food and Drug Administration.

C. The following is the Internet Link to VETCOM’S Directory of Sanitarily Approved Food Establishments:

<http://domino1.hcssa.amedd.army.mil/vetcom.nsf>

D. The contractor shall develop and maintain a stored products pest management program for food and other collocated non-food items. Accepted industry standards for pest management shall include but are not limited to the Code Federal Regulations, Title 21, part 110, Food Manufacturing Practices, the Federal Insecticide, Fungicide and Rodenticide Act (as amended), the Food, Drug and Cosmetic Act of 1938 and pertinent state and local laws and regulations.

## **C. PACKAGING, PACKING, MARKING AND PALLETIZATION**

### **I. PACKAGING, PACKING, MARKING AND PALLETIZATION**

A. All packaging and packing shall be in accordance with good commercial practice, except as stated in paragraph E. Shipping containers shall be in compliance with the National Motor Freight Classification and Uniform Freight Classification Code. Labeling shall be in accordance with clause 52.246-9P31. In addition, cases require labels which must include the DoD Stock Number, Item Nomenclature, FIC Code, Case Weight, Case Cube, Bar Code, Unit Pack, Unit of Issue, “Best When Used By Date, or similar marking indicating the end of guaranteed freshness date (see enclosed sample label). The Dates of Pack and Best When Used By must be “in the clear” (open coded) and easily visible. Item nomenclature shall be sufficient to identify the item, the DoD unit of issue may be found in the schedule of items. **It is mandatory that a label containing this information be adhered to every case delivered.**

B. The Navy has incorporated a new initiative that adds a bar code of the National Stock Number (NSN) to the label. The bar code is used to receipt product at time of delivery. In addition to the information listed above, the Prime Vendor must provide a bar code on the case label by using the following:

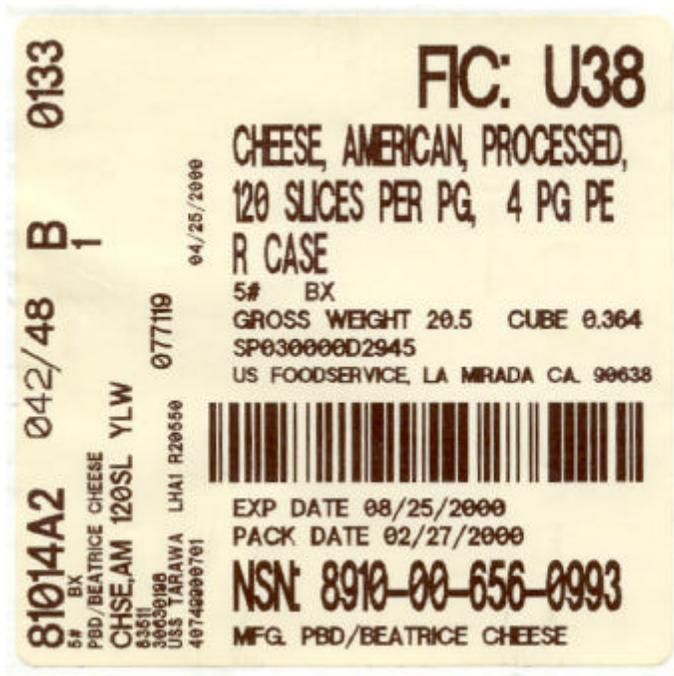
1. Checkmate Inventory for Windows
2. The Prime Vendor catalog will be published on the SALTS Web Page:  
(<http://www.salts.navy.mil/downloads/dpsc/dpsc.html#PrimeVendorCatalogs>)

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The label shall be placed on each case so that the bar code is not wrinkled, wet or wrapped around case corners. It must be suitable for accurate and quick scanning and must include:

1. Requisition or Purchase Order number
2. The NSN represented in both human readable and bar coded format. This format shall be Code 128 with no less than 7.5 mil bar. Approximate size to be 3" long by 1/2" tall.
3. When the weight of a packaged item is random or catch-weight, the weight must appear on the label.

The following sample label is provided. Actual labels must AT LEAST be the same size as the sample. (Approximately 4" X 4")



C. To ensure that the carrier and the receiving activity properly handle and store items, standard commercial precautionary markings such as “KEEP FROZEN”, “KEEP REFRIGERATED”, etc. shall be used on all cases when appropriate.

D. All products delivered by the Prime Vendor will have an “open coded” (month/year) “Date of Pack” (DOP) and an “open coded” “Best When Used By Date”, “Sell by Date”, date of

production, date of processing/pasteurization or similar marking indicating the end of the guaranteed freshness date.

E. All beef, pork, lamb, and veal items shall be packaged in a vacuum process, gas flushed and wrapped in polyethylene wrapping, or vacuum packed and received in a frozen state. All poultry and seafood items are to be received in a frozen state. Commercial cartons will be used for all boxed items. **The Prime Vendor should maximize the use of commercial packing that employs sturdy containers and head space no greater than one half (1/2) inch. Case weights should not exceed sixty (60) pounds. Case weights for high volume items should not be less than forty (40) pounds.** These items will be identified at cataloging. Clarification and changes of high volume items will continue throughout the life of this contract.

F. PACKAGING FOR SHIPBOARD STOWAGE MAY REQUIRE DEVIATION FROM STANDARD COMMERCIAL PACK. PRODUCT SHOULD BE SNUGLY PACKED WITH NO MORE THAN ONE HALF INCH OF HEADSPACE.

G. Commercial cartons that fail to hold up under ship board stowage conditions must be changed to ensure product durability.

**NOTE: Frozen product must be processed and packed to allow removal of the individual units from the container without damage to that or other units. The intent is to be able to remove only that amount of product required for current needs, without the necessity of defrosting.**

## **ZONE 1 and 2 PALLETIZATION**

I. All product must be palletized and placed on the pier at the brow of the ship. Palletizing for CLF's must be done by using a two way wing type pallet. The commercial wood wing pallet dimensions must be 40"X48"X48" or 48"X40"X48". The Industrial Standard Specification for Wood pallets is the "American Society of Mechanical Engineers (ASME) MH1-Part 9, Part Number MH1-9-05-SW4048." All pads must be commercial fiberboard, 40"X48", positioned on the pallets before loading. Pallet height must NOT exceed 54". The unit load bonding material must consist of strappings: two-girth wise and three lengthwise. Bonding material shall be threaded through the strapping slots on the pallet to form a consolidated, stable cargo, which can be handled as a unit. All CLF's must have product delivered on a two-way wing pallet. **Shrink-wrap is prohibited.**

J. The palletized/containerized unit loads require placards. The placards contain identification and contract data markings, which are to be stenciled, printed or labeled on two adjacent sides of the unitized load. The placards contain the stock number, item description, quantity, size and unit, the quantity is the number of shipping cases in the unit load, the gross weight and cube, the contract and delivery order number, the contractors name, address and nine digit zip code, and expiration date.

K. All shipments of flour, sugar, salt and rice must be further packaged in a tri-wall container.

L. The loadouts require single line items to a pallet. Mixed loads are not permitted.

**NOTE:**

**Zone 1 and Zone 2: Pallet retrieval, and all associated costs, shall be the responsibility of the Prime Vendor. There is no pallet exchange program.**

## **D. INSPECTION AND ACCEPTANCE**

### **I. INSPECTION AND ACCEPTANCE**

Inspection and Acceptance of products will be performed at destination. However, all food deliveries are subject to military veterinary inspection and all delivery vehicles are subject to sanitary inspection at destination. The inspection is normally limited to identity, count and condition; however, this may be expanded if deemed necessary with the approval of the K.O. The authorized receiving official at each delivery point is responsible for inspecting and accepting products as they are delivered. The invoice/delivery ticket shall not be signed prior to the inspection of each product, unless agreed upon by the receiving activity (customer). All overages/shortages/returns are to be noted on the invoice/delivery ticket by the receiving official and truck driver. A signature on the invoice/delivery ticket denotes acceptance of the product. No invoice may be submitted for payment until acceptance is verified.

**Inspection Requirements Prior to Delivery for RESUPPLY SHIPS** – Military veterinary inspection of sample products will be performed at the prime vendors distribution point. Inspection will normally be limited to identity, count and condition. All reasonable cost associated with the inspection will be the responsibility of the prime vendor. The Military inspector will notify the contracting officer when discrepant is identified.

### **II. REJECTION PROCEDURES**

A. If product is determined to be either defective, damaged, or compromised in any other manner, it may be rejected by the receiving official. When product is found to be non-conforming or damaged, or otherwise suspect, the receiving official shall notify the accountable Food Service Officer. The Food Service Officer shall inspect and determine the course of action to be taken with the product in question. If present, the contractor representative may be consulted. The final decision is to be made by the Food Service Officer and/or their representative. In the event an item is rejected, delivery ticket/invoice shall be annotated as to the item (s) rejected. These items shall then be deducted from the delivery ticket/invoice. The invoice total must be adjusted to reflect the correct dollar value of the shipment. Replacements will be authorized based on the customer's needs. The re-delivered items will be redelivered under a separate invoice utilizing the same call

number, clin number, and purchase order number for the discrepant line. These re-deliveries will not constitute an emergency requirement and therefore will have no additional charges, except when approved by the Contracting Officer.

B. In the event that a product is rejected after initial delivery is made, the prime vendor will pick up the rejected product. Credit due to the ordering activity as a result of the rejected product being returned, will be handled through a receipts adjustment process in STORES. If the vendor has already been paid for the product, a claim will be issued through DSCP's financial system. In all cases one (1) copy of the credit memo is to be given to the customer and one (1) copy of the credit memo, along with the original invoice, is to be sent to the DSCP Account Manager.

1. If a customer requires a one-to-one replacement, no additional paper work is necessary. The vendor delivery ticket/invoice will show that product is a replacement for rejected item. The invoice shall reference the call number, Clin number, and Purchase Order Number of the originally ordered product. In addition, a copy of the credit memo from returned product is to be attached to the invoice.

C. It is a requirement of this solicitation that product shall be inspected upon receipt as promptly as practicable. However, failure to promptly inspect or accept supplies shall not relieve the contractor from responsibility, nor impose liability on any of the customers, for non-conforming supplies.

D. Supplies transported in vehicles, which are not sanitary, or which are not equipped to maintain prescribed temperatures, may be rejected without further inspection.

### **III. WARRANTIES**

The supplies furnished under the resultant contract shall be covered by the most favorable commercial warranties for all categories of subsistence covered under this solicitation. The rights and remedies provided therein are in addition to and do not limit any rights afforded to the Government by Clause 52.212-4 "Contract Terms and Conditions-Commercial Items" contained in the solicitation.

## **E. DELIVERIES AND PERFORMANCE**

### **I. TERMS OF INDEFINITE QUANTITY CONTRACT**

The duration of the contract(s) is for a one (1) year period beginning with the date of the first order through one year thereafter, with four (4) successive one (1) year options, providing the

government determines exercising each successive option is in its best interest. The current contract expires on August 17, 2003. It is expected that the last order(s) will be placed on August 16, 2003. The first order under the resultant contract is expected to take place on August 17, 2003. The Contractor's start up period will take place prior to the first order. The contractor shall have a proposed implementation schedule within twenty-five (25) days after date of award in order to implement a fully functional distribution account, including all EDI transactions, for all customers covered by this solicitation. This schedule is to be forwarded to the Contracting Officer upon completion. A minimum of forty-five (45) days for actual implementation will be provided. No more than sixty (60) days will be permitted for the prime vendor to have fully functional distribution accounts in place for all customers.

## **II. ITEM AVAILABILITY**

Items must be stocked in sufficient quantities to fill all ordering activity requirements. It is critical that items ordered be routinely delivered on a "skip day" basis, at a minimum. The Prime Vendor will be required to deliver all items listed on the Prime Vendor catalog. **ALL PRODUCT MUST BE DELIVERED THROUGH THE PRIME VENDOR.**

## **III. POINT OF DELIVERY**

A. Deliveries shall be F.O.B. destination to brow of the ships at their designated pier at the time of order. All items will be delivered to the specified pier (unless otherwise noted), free of damage, with all packaging and packing intact. Pallet height may not exceed fifty-four (54) inches.

B. **Deliveries shall be made daily Mondays through Saturdays and occasionally on Sundays.** Due to the mission requirements of their ships it may be necessary to deliver on days such as Tuesday, Thursday, and Saturday as needed. There also may be emergency deliveries on Sunday. These delivery times will be coordinated by the FISC and provided to the Prime Vendor. The Prime Vendor must be able to adhere to this delivery schedule. The Prime Vendor must communicate with the FISC, prior to arrival, to ensure availability of equipment and/or personnel. If bread, milk and ice cream products are added to this contract, delivery may be 5-6 times a week for those items. In addition, the contractor should have the capability to handle Quick Pick or Order and Service pick-up capability.

C. All ships delivery routes and stop-off sequence will be coordinated and verified with the FISC on a post award basis by the contractor. Concurrent delivery to ships may be necessary depending on the number of ships in port. More than one truck may be required to meet delivery time schedules. All delivery trucks must have the ability to contact and communicate with the FISC, **from their vehicle**, any delays or changes in scheduled deliveries.

D. Prime Vendor contractors should be aware that projected feeding strengths at each naval location are subject to fluctuations based on a variety of factors, i.e. seasonal

increases/decreases in personnel, surges in personnel in crisis situations or deployments/homecomings. The Prime Vendor Customer Service Representative should maintain open communications with the FISC to be aware of these fluctuations and work closely with customers to provide the increased quantity and frequency of deliveries needed during these critical times. The importance of Prime Vendor communication with the FISC is essential. **A restocking fee will not be assessed as a term of this contract.**

**E. Delivery tickets (i.e. annotated and signed copies of the receipt documents) must be dropped off at the FISC office prior to the delivery truck departing from the base, anywhere between 5:00 am and 3:00 pm, depending on the individual requirement of each customer.**

F. All deliveries are subject to military medical inspection at destination. Delivery vehicles may be required to stop at a central location for medical inspection before proceeding to the assigned delivery point(s).

G. Prime Vendors must provide shelter for all product delivered during inclement weather.

H. FISC Ocean Terminal is responsible for loading and stowage of ships stores. The Prime Vendor's responsibility is to deliver product to Pier 8 (or otherwise designated pier) in Norfolk, VA. In Earle, NJ the product is to be delivered to the designated pier at the brow of the ship. The FISC will schedule deliveries with Prime Vendor. Prime Vendor is expected to adhere to the delivery schedule that is provided by the FISC.

I. Orders for specific ships must be palletized separately. Each pallet must contain only items ordered for a single ship.

J. Specific delivery point information is listed in Attachment 3.

#### **IV. FILL RATE / SUBSTITUTIONS**

A. Order fill rates shall be calculated on an on-time, per order basis and tracked for monthly submission to the Contracting Officer/Account Manager. The fill rate shall be calculated as follows and shall not include mispicks, damaged cases, etc.:

$$\frac{\text{Cases accepted}}{\text{Cases ordered}} \times 100 = \text{fill rate \%}$$

B. The fill rate shall be calculated with and without substitutions.

**Note:**

**Substitutions must be approved by authorized customer personnel prior to shipment.**

C. The contractor will submit a monthly report by customer to the Contracting Officer/Account Manager listing the NIS items, the substituted items and the reason for substitution.

**V. DELIVERY TEMPERATURES, SHIPPING AND STORAGE REQUIREMENTS**

A. The contractor is responsible for proper product storage, segregation and delivery of product in excellent condition. The following will apply:

1. Frozen items will be stored and delivered at 0 degrees Fahrenheit or less to the initial delivery location. All meat items shall be delivered frozen (0 degrees or less). Product shall be maintained and received in a frozen state to all subsequent delivery points. Evidence of thawing and refreezing shall be cause for rejection of an item. Rejected product may not be redelivered under any circumstances.

2. Items requiring "Protection from Heat" shall be stored and delivered at a temperature below 70 degrees Fahrenheit or less.

3. Items requiring "Chilled" conditions shall be stored and delivered under refrigeration of 32 to 40 degrees Fahrenheit.

4. For ice cream, the recommended storage and delivery temperature is -10 degrees Fahrenheit and the temperature should not exceed 0 degrees Fahrenheit.

5. Containers and wrapping must be intact and not damaged. Packages will be free of dripping and show no evidence indicating that the contents have thawed, been refrozen, freezer burned, etc. Packages must show no evidence of dehydration.

**VI. DELIVERY SCHEDULE (TIMES)**

A. All orders are to be delivered on the specified delivery date, except for Federal holidays as outlined below. When a scheduled delivery day falls on one of these days, or one designated by your firm, delivery should occur on the next business day, unless otherwise agreed to by the customer.

New Year's Day  
Martin Luther King, Jr's Birthday  
President's Day  
Memorial Day  
Independence Day

Labor Day  
Columbus Day  
Veteran's Day  
Thanksgiving Day  
Christmas Day

Note: Saturday holidays are celebrated on the preceding Friday; Sunday holidays are celebrated on the following Monday.

B. Holidays celebrated by your firm, other than those specified above, must be listed below. Also, specify your policy for celebrating holidays that fall on the weekend.

_____	_____
_____	_____

## **VII. SURGE/MOBILIZATION CAPABILITY**

A. The contractor must have the capability to handle large increase in quantities for short periods of time with very little lead-time. (Normal mobilization strategies provide for lead times of at least thirty (30) days) This may be required at various times throughout the term of the contract. The Services may experience unscheduled arrival of ships, with only a few hours notice. The order requirements could more than double their normal usage on a given day(s). The timing of these types of surges will be impossible to anticipate. Pricing constraints for items furnished in this fashion shall be the same as those for routine, non-surge orders.

B. The capability to handle full-scale military mobilization or national emergency wherein consumption could easily double or triple at any site for a protracted period must also be provided for. The offeror must develop a formal readiness plan outlining how they would meet this increased workload by, for example using additional suppliers, subcontractors, etc. As with surge support, pricing constraints for items, furnished in this fashion shall be the same as those for routine, non-mobilization orders. The offeror, when developing the readiness plan, must know that the Navy will send out Resupply ships as necessary to support all Battle Groups that deploy.

C. The Government reserves the right to test the Prime Vendor's Surge/Mobilization Readiness Plan.

## **VIII. EMERGENCY ORDERS**

The contractor shall provide same day emergency service to ordering facilities. Expeditious fulfillment of the emergency requirements is imperative. The prime vendor is responsible for providing ordering facilities the name of the contractor representative responsible for notification of receipt and handling of such emergency service as well as the phone number, fax number, email address and/or pager number. The contractor shall provide a minimum of two emergency orders (excluding mobilization actions) per month, per ship, at no additional charge.

Any emergency order(s) over and above this minimum may be charged to the ordering facility at a to-be-determined rate, as negotiated with DSCP.

**IX. DELIVERY VEHICLES**

The contractor's delivery vehicles shall be equipped to maintain the appropriate temperatures and product segregation as necessary to deliver products at the proper temperature. Deliveries shall be made in clean, closed vehicles. When transporting food items, the vehicles shall be maintained in good sanitary condition to prevent contamination of the material. Delivery vehicles used to deliver items under this contract shall be subject to sanitation inspection at destination. Supplies transported in vehicles which are not sanitary, or which are not equipped to maintain prescribed temperatures, may be rejected without further inspection. All delivery trucks must have the ability to contact and communicate with the FISC, **from their vehicle**, any delays or changes in scheduled deliveries. **As a result of the requirement that all product be off-loaded and placed on the pier(s) at the brow of the ship, lift gates and pallet jacks are required on all delivery trucks.**

**X. AUTHORIZED RETURNS**

A. The contractor shall accept returns under the following conditions:

1. Products shipped in error
2. Products damaged in shipment
3. Products with concealed or latent damage
4. Products that are recalled
5. Products that do not meet shelf life requirements
6. Products that do not meet the minimum quality requirements as defined for the items listed in the Schedule
7. Products delivered in unsanitary delivery vehicles
8. Products delivered that fail to meet the minimum / maximum specified temperature
9. Quantity excess as a result of order input error and/or Purchase Ratio Factor error

D. Any other condition not specified above that is deemed to be valid reasons for return.

**E. There will be no re-stocking fee as part of this contract.**

## **F. CONTRACT ADMINISTRATION DATA**

### **I. CONTRACTING AND ADMINISTRATION AUTHORITY**

A. The DSCP Contracting Officer is the only person authorized to approve changes, or modify any requirement of the contract. Notwithstanding any provision contained elsewhere in this contract, the said authority remains solely with the DSCP Contracting Officer.

B. In the event the contractor effects any change at the direction of any person other than the DSCP Contracting Officer (although that person may possess “apparent government authority”), the change will be considered to have been made without authority and no adjustment will be made under this contract to cover any increase in costs as a result thereof.

C. Requests for information on matters related to this contract, such as an explanation of terms or contract interpretation, shall be submitted to the DSCP Contracting Officer.

### **II. INVOICING**

A. Each delivery ticket/invoice will be signed by the authorized receiving official at each delivery point. The contractor shall provide the one signed copy to the destination receiving official. In addition, one signed copy shall be provided to the FISC by the contractor’s representative prior to exiting the base. **Any changes must be made on the face of the invoice; attachments are not acceptable.**

A. The vendor shall submit two (2) signed copies of the invoice to the Defense Finance and Accounting Service (DFAS) Columbus Center for payment. At least one (1) of the invoices must be an ORIGINAL, WITH ORIGINAL SIGNATURE. Each invoice shall contain sufficient data for billing purposes. This includes:

1. Contract Number
2. Call Number (also referred to as Delivery Order Number and/or Contract Order Number)
3. Destination – Defense Activity Address Code (DODAAC)
4. Contract Line Items listed in numerical sequence (also referred to as CLIN order)
5. Item Nomenclature
6. Quantity purchased per item in DSCP’s Unit of Issue Price
7. Clearly identified changes and annotations on all copies
8. Total dollar value of invoice recalculated, if applicable.
9. Invoices should contain the DoD stock number and FIC code as referenced

10. Electronic invoices require lead CLIN be used on every invoice, regardless of multiple invoices per purchase order, in order for payment to be made.

C. The total responsibility for the submission of correct invoices rests with the contractor. Invoices returned for correction by DFAS will be resubmitted when corrected and no interest will accrue during this time frame.

D. For each line on the order, the total number of units of issue delivered must be included (i.e. if product is shipped by case, but the unit of issue is cans, the total number of cans shipped must also be annotated, as well as the unit of issue).

E. Any refusals, shortages or returns need to be removed from the invoice and invoice total. (Note: this can be pen and ink changes or corrected invoice with original signed invoice attached.) All electronic invoices submitted for payment (810's) should include all monetary changes made to the invoice before submission to DFAS.

### **III. PAYMENTS**

A. Payment of delivery orders will be made in accordance with the terms and conditions of Paragraph (i) of **Clause 52.212-4 "Contract Terms and Conditions - Commercial Items"**, appearing in the section of this solicitation entitled "Contract Clauses". For the purpose of this acquisition, a delivery order is defined as a call issued for all the items desired for a given destination on a given day. Each order will only have one destination and be for one day's deliveries.

B. Payment is currently being made in approximately 7 days after the receipt of a proper invoice, however, it is still subject to the terms and conditions of the Prompt Payment Act (31 U.S.C. 3903).

Notwithstanding the above, the Government reserves the right to enter into a lump sum aggregate billing arrangement whereby all categories of items on an individual delivery order are paid simultaneously.

**IV. PAYMENTS CENTER**

A. DFAS Columbus Center is the payment office for this acquisition

DFAS Columbus Center  
DFAS/CO-SEPS  
P.O. Box 182317  
Columbus, OH 43218-6260

B. The DFAS Columbus Center website address is:

<http://www.dfas.mil/money/vendor/>

**V. ADMINISTRATION**

Administration for the basic Indefinite Quantity Contract will be performed by DSCP. Administration on individual Delivery Orders will be performed by the authorized ordering facility which placed the actual order. Any changes or modifications to orders, outside the terms contemplated in this solicitation, must first be approved by the DSCP Contracting Officer. **The Contracting Officer through the Tycom representative can authorize substitutions.**

**VI. MANAGEMENT REPORTS**

The contractor shall provide, at a minimum, the following management reports to the DSCP Contracting Officer. The need for additional reports and the design of each report shall be decided after award of the contract by the Contractor and the DSCP Contracting Officer. Except for the coded ordering book, all reports listed will be cumulative, monthly reports and shall be furnished monthly.

**A. Usage Reports**

1. Descending Dollar Value Report - Sorted by line item; each line to contain at a minimum: DSCP stock number, Item Description, pack or size, brand description, quantity, and total dollar value of units shipped. Dollar amounts will be totaled. Yearly or upon request.

2. Descending Case Volume Purchases - Sorted by line item; each line to contain at a minimum: DSCP stock number, Item Description, pack or size, brand description, quantity, and total dollar value of units shipped. Dollar amounts will be subtotaled by product category and overall total. Yearly or upon request.

3. Product Line Item, Stock Number Order - Sorted by DSCP Stock Number. List all information including DSCP Stock Number, quantity purchased, dollar value, Vendor Part Number, Item Description and DSCP Unit of Issue

**B. Product Line Item Rejection Report** - Sorted by line item, number of units received, number of units rejected, total dollar amount of units received, and the total dollar amount of units rejected. Dollar amounts should be subtotaled by product category and totaled overall.

**C. Product Line Item Not-In-Stock Report** - Sorted by date order was placed, line item, number of units ordered, number of units not received, total dollar amount of units ordered and total dollar amount of units not received. Dollar amounts will be subtotaled by product category and total overall.

**D. Fill Rate Report** – The contractor will submit a monthly report by customer to the DSCP Contracting Officer with the following information:

1. Fill Rate without Substitutions
2. Fill Rate with Substitutions
3. List of all items that were Not In Stock, returned, damaged, mispicks, etc.
4. List all items that were “substitutes” and reason they were substituted

The fill rate is calculated on an on-time, per order basis for monthly submission. The calculation will be based on the total number of cases shipped and accepted divided by the total number of cases ordered. (See section entitled “Deliveries or Performance,” paragraph IV.)

**E. Small Business Subcontracting Report** -

1. List products manufactured and/or supplied by small business, small disadvantaged businesses, minority owned small business, National Institute for the Blind/National Institute for the Severely Handicapped (NIB/NISH), hub zone small business, women-owned small businesses and women owned small disadvantaged businesses. This should be sorted by manufacturer/supplier and include quantity and dollar value. Note: This report is for direct subcontracts for products supplied to customers. This report is not to include indirect costs.

2. A summary page of the report shall also be submitted which highlights the total dollars and percentages for each category. This information is very important since DSCP is required to report its success in meeting these goals to the Defense Logistics Agency (DLA). Also requested, but not required since DLA does not mandate that these goals be reported, is a listing of products supplied and/or manufactured by UNICOR, Labor Surplus Areas, historically Black Colleges or Universities and Minority Institutions.

**F. Product Line Manufacturer/Supplier Listing** - This report shall list all items purchased along with quantity and dollar value. It shall be sorted by Manufacturer/Supplier and annotate whether the manufacturer/supplier is a large business, or small business. All Small Businesses are to be broken in the sub-categories as listed above.

**G. Customer Service Report** - The contractor shall develop and provide a report summarizing all discrepancies and complaints from the ordering activities and their resolutions.

**H. Rebate Reports -**

1. **General Rebates** - All rebates that have been passed along to the customer via off-price reductions, or that are due to the customers, shall be summarized by listing each customer and the rebate amount. Also include the manufacturer offering the rebate and the product usage. The total should be per customer and per contract.

2. **NAPA Report** - This report should summarize the savings passed along to the customers in the form of deviated allowances realized as a result of utilizing the NAPA's. List each customer, the NAPA amount, the manufacturer/broker name, and quantity ordered. NAPA figures should be listed per customer, per contract and per manufacturer.

3. **Food Show Rebates** - This report should show a detailed break out of all savings received at your Food Show. This report is not a monthly requirement, but is based on the timing of your Food Show. List each customer, the Food Show amount, the manufacturer/broker name, and quantity ordered. Food Show Rebates should be listed per customer, per contract, and per manufacturer. The total should be per customer and per contract.

**L. Financial Status Report** - In order to ensure timely payments, it is requested that a summarized accounts receivable and/or a "days of outstanding sales" be submitted on a monthly basis. The report should be categorized by time periods, and sorted further by customer. If problems should occur, a detailed listing by invoice number/call number will be requested. However, it is suggested that this report contain as much information as possible to alleviate problems immediately.

**VII. CATALOG ORDER GUIDE**

The contractor shall provide a catalog order guide, with descriptions *and* pack sizes, to each of the customers serviced under this contract. At a minimum, the order guide should list the DSCP Stock Number, the contractor's part number, and the product brand for each item.

**VIII. TRANSITION PERIOD/IMPLEMENTATION PLAN**

The contractor shall have a proposed implementation schedule within a minimum of twenty-five (25) days and no more than sixty (60) days after date of award to implement a fully functional distribution account for all the ships covered under this solicitation.

**IX. PRIME VENDOR QUALITY SYSTEMS MANAGEMENT VISITS**

The Subsistence Prime Vendor Technical and Business Support Branch will conduct Prime Vendor Quality System Management Visits (PVQSMV's) to review the contractor's methods used to meet the terms of the contract and to verify that those terms are being met. PVQSMV's may include on-site visits to subcontractors and/or product suppliers. The contractor shall make arrangements for visits by DSCP Prime Vendor Personnel to contractors, subcontractors and suppliers.

**X. NATIONAL MEAT AND SEAFOOD AUDITS****Basic Audits:**

The National Meat and Seafood Audit Programs function as a Service and Quality Assurance check for our DOD customers to ensure the War fighters are receiving products of an optimum quality level. The audit objectives focus on the following to ensure:

- (1) Prime Vendors adherence to contract requirements.
- (2) The quality level of the materials supplied is at a satisfactory quality level and uniform throughout the DSCP-H Prime Vendor Regions.
- (3) There is no product misrepresentation or substitution.

The Audit objectives are accomplished utilizing the expertise of the USDA AMS Livestock and Seed Division personnel (Meat Graders), USDC National Marine Fisheries Service and DSCP-HFS Quality Assurance personnel, which form the National Meat and Seafood Audit Product Review Team.

**The National Meat and Seafood Audit technical product review is intended to provide, a partnership between the customer, prime vendor and DSCP-H, a platform for continuous quality improvement through a detailed review of selected core items. An informative discussion of the observed items' physical characteristics and deviations from or compliance with established quality requirements is provided during the product review. This technical discussion makes possible an understanding of the customers need for certain quality requirements so that systems supporting the manufacturing and distribution of the item can be tailored to meet these requirements. This approach makes it a win-win for the customer, prime vendor and DSCP-H.**

**For each Prime Vendor it is expected that an audit would be conducted once per contract year. This includes the base year of the contract, plus any and all option-years in which the government's option is exercised. The Audits are conducted in a seminar setting with participation from you and your suppliers. The average cost of a Meat Audit is approximately \$6000.00, the average cost of a seafood audit is expected to be \$3000.00. As a Prime Vendor you will be expected to provide samples of the government's choice up to a**

**dollar value ceiling of \$6000.00 for Meat Products and \$3000.00 for Seafood products. Any expense for the sampled product above these ceilings may be billed to the Government under your contract.**

**Audit Results:**

Prime Vendors will be given a detailed report on each product reviewed. It will be the Prime Vendor's responsibility to take immediate action to correct any deficiency uncovered during the audit.

**Follow-up Audits:**

Follow up audits may be scheduled within a one-year period of the initial audit, based on the recommendation of the evaluators of the Basic Audit. If a follow up is required due to observation and/or outcome of the initial audit all samples are to be at the expense of the Prime Vendor.

Non-routine follow up audits may be scheduled if several items do not meet the government's requirements as presented in the catalog descriptions.

**PROGRAM EXPANSION**

The government plans to expand this program into all categories of subsistence items. Samples will be required as above within negotiated limits.

**G. CONTRACT CLAUSES**

**52.212-1 INSTRUCTIONS TO OFFERORS--COMMERCIAL ITEMS (NOV 1999)**

(a) *Standard Industrial Classification (SIC) Code and Small Business Size Standard.* The SIC code and small business size standard for this acquisition appear in Block 10 of the solicitation cover sheet (SF 1449). However, the small business size standard for a concern which submits an offer in its own name, but which proposes to furnish an item which it did not itself manufacture, is 500 employees.

(b) *Submission of Offers.* Submit signed and dated offers to the office specified in this solicitation at or before the exact time specified in this solicitation. Offers may be submitted on the SF 1449, letterhead stationery, or as otherwise specified in the solicitation. As a minimum, offers must show--

- (1) The solicitation number;
- (2) The time specified in the solicitation for receipt of offers;
- (3) The name, address, and telephone number of the offeror;

## NAVY SHIPS IN THE EARLE, NJ &amp; NORFOLK, VA . REGION

(4) A technical description of the items being offered in sufficient detail to evaluate compliance with the requirements in the solicitation. This may include product literature, or other documents, if necessary;

(5) Terms of any express warranty;

(6) Price and any discount terms;

(7) "Remit to" address, if different than mailing address;

(8) A completed copy of the representations and certifications at FAR 52.212-3;

(9) Acknowledgment of Solicitation Amendments;

(10) Past performance information, when included as an evaluation factor, to include recent and relevant contracts for the same or similar items and other references (including contract numbers, points of contact with telephone numbers and other relevant information); and

(11) If the offer is not submitted on the SF 1449, include a statement specifying the extent of agreement with all terms, conditions, and provisions included in the solicitation. Offers that fail to furnish required representations or information, or reject the terms and conditions of the solicitation may be excluded from consideration.

*(c) Period for Acceptance of Offers.*

The offeror agrees to hold the prices in its offer firm for 30 calendar days from the date specified for receipt of offers, unless another time period is specified in an addendum to the solicitation.

*(d) Product Samples.*

When required by the solicitation, product samples shall be submitted at or prior to the time specified for receipt of offers. Unless otherwise specified in this solicitation, these samples shall be submitted at no expense to the Government, and returned at the sender's request and expense, unless they are destroyed during pre-award testing.

*(e) Multiple Offers.*

Offerors are encouraged to submit multiple offers presenting alternative terms and conditions or commercial items for satisfying the requirements of this solicitation. Each offer submitted will be evaluated separately.

*(f) Late Submissions, Modifications, Revisions, and Withdrawals of Offers.*

(1) Offerors are responsible for submitting offers, and any modifications, revisions, or withdrawals, so as to reach the Government office designated in the solicitation by the time specified in the solicitation. If no time is specified in the solicitation, the time for receipt is 4:30 p.m., local time, for the designated Government office on the date that offers or revisions are due.

(2)(i) Any offer, modification, revision, or withdrawal of an offer received at the Government office designated in the solicitation after the exact time specified for receipt of offers is "late" and will not be considered unless it is received before award is made, the Contracting Officer determines that accepting the late offer would not unduly delay the acquisition; and—

(A) If it was transmitted through an electronic commerce method authorized by the solicitation, it was received at the initial point of entry to the Government infrastructure not later than 5:00 p.m. one working day prior to the date specified for receipt of offers; or

(B) There is acceptable evidence to establish that it was received at the Government installation designated for receipt of offers and was under the Government's control prior to the time set for receipt of offers; or

(C) If this solicitation is a request for proposals, it was the only proposal received.

(ii) However, a late modification of an otherwise successful offer, that makes its terms more favorable to the Government, will be considered at any time it is received and may be accepted.

(3) Acceptable evidence to establish the time of receipt at the Government installation includes the time/date stamp of that installation on the offer wrapper, other documentary evidence of receipt maintained by the installation, or oral testimony or statements of Government personnel.

(4) If an emergency or unanticipated event interrupts normal Government processes so that offers cannot be received at the Government office designated for receipt of offers by the exact time specified in the solicitation, and urgent Government requirements preclude amendment of the solicitation or other notice of an extension of the closing date, the time specified for receipt of offers will be deemed to be extended to the same time of day specified in the solicitation on the first work day on which normal Government processes resume.

(5) Offers may be withdrawn by written notice received at any time before the exact time set for receipt of offers. Oral offers in response to oral solicitations may be withdrawn orally. If the solicitation authorizes facsimile offers, offers may be withdrawn via facsimile received at any time before the exact time set for receipt of offers, subject to the conditions specified in the solicitation concerning facsimile offers. An offer may be withdrawn in person by an offeror or its authorized representative if, before the exact time set for receipt of offers, the identify of the person requesting withdrawal is established and the person signs a receipt for the offer.

(g) *Contract Award* (not applicable to Invitation for Bids).

The Government intends to evaluate offers and award a contract without discussions with offerors. Therefore, the offeror's initial offer should contain the offeror's best terms from a price and technical standpoint. However, the Government reserves the right to conduct discussions if later determined by the Contracting Officer to be necessary. The Government may reject any or all offers if such action is in the public interest; accept other than the lowest offer; and waive informalities and minor irregularities in offers received.

(h) *Multiple Awards*.

The Government may accept any item or group of items of an offer, unless the offeror qualifies the offer by specific limitations. Unless otherwise provided in the Schedule, offers may not be submitted for quantities less than those specified. The Government reserves the right to make an award on any item for a quantity less than the quantity offered, at the unit prices offered, unless the offeror specifies otherwise in the offer.

(i) *Availability of Requirements Documents Cited in the Solicitation*.

(1) (i) The GSA Index of Federal Specifications, Standards and Commercial Item Descriptions, FPMR Part 101-29, and copies of specifications, standards, and commercial item descriptions cited in this solicitation may be obtained for a fee by submitting a request to--

GSA Federal Supply Service Specifications Section

Suite 8100

470 East L'Enfant Plaza, SW

Washington, DC 20407

Telephone (202) 619-8925

Facsimile (202) 619-8978

(ii) If the General Services Administration, Department of Agriculture, or Department of Veterans Affairs issued this solicitation, a single copy of specifications, standards, and commercial

item descriptions cited in this solicitation may be obtained free of charge by submitting a request to the addressee in paragraph (i)(1)(i) of this provision. Additional copies will be issued for a fee.

(2) The DoD Index of Specifications and Standards (DoDISS) and documents listed in it may be obtained from the--

Department of Defense Single Stock Point (DoDSSP)

Building 4, Section D

700 Robbins Avenue

Philadelphia, PA 19111-5094

Telephone (215) 697-2667/2179

Facsimile (215) 697-1462

(i) Automatic distribution may be obtained on a subscription basis.

(ii) Order forms, pricing information, and customer support information may be obtained-

(A) By telephone at (215) 697-2667/2179; or

(B) through the DoDSSP Internet site at <http://www.dodssp.daps.mil>.

(3) Nongovernment (voluntary) standards must be obtained from the organization responsible for their preparation, publication or maintenance.

(j) *Data Universal Numbering System (DUNS) Number*. (Applies to offers exceeding \$25,000.) The offeror shall enter, in the block with its name and address on the cover page of its offer, the annotation "DUNS" followed by the DUNS number that identifies the offeror's name and address. If the offeror does not have a DUNS number, it should contact Dun and Bradstreet to obtain one at no charge. An offeror within the United States may call 1-800-333-0505. The offeror may obtain more information regarding the DUNS number, including locations of local Dun and Bradstreet Information Services offices for offerors located outside the United States, from the Internet home page at <http://www.customerservice@dnb.com>. If an offeror is unable to locate a local service center, it may send an e-mail to Dun and Bradstreet at [globalinfo@mail.dnb.com](mailto:globalinfo@mail.dnb.com).

#### **ADDENDUM TO 52.212-1 INSTRUCTIONS TO OFFERORS- COMMERCIAL ITEMS (APR 1998)**

The following paragraphs of 52.212-1 are amended as indicated below:

1. Paragraph (a). Delete all references to the "SIC Code".
2. Paragraph (b) *Submission of offers*.  
See Standard Form 1449 (Continuation Sheet), on page 3, for any specific instructions on how to submit your offer if mailed, hand-carried or faxed (when authorized).

**X Faxed offers are NOT authorized for this solicitation.**

- 3, Paragraph (b), Submission of offers, is expanded as follows:

(12) Proposal Preparation – SEE "Instructions, Conditions, and Notices to Offeror"

4. Paragraph (c) *Period for acceptance of offers.*

**Period of acceptance is 180 days.**

5. Paragraph (h) *Multiple awards.*

**The Government intends to make one award.**

Offers may be submitted for quantities less than those specified.

**52.212-3 OFFEROR REPRESENTATIONS AND CERTIFICATIONS—COMMERCIAL  
ITEMS (JAN 2001)**

(a) *Definitions.* As used in this provision:

“Emerging small business” means a small business concern whose size is no greater than 50 percent of the numerical size standard for the standard industrial classification code designated.

“Small business concern” means a concern, including its affiliates, that is independently owned and operated, not dominant in the field of operation in which it is bidding on Government contracts, and qualified as a small business under the criteria in 13 CFR Part 121 and size standards in this solicitation.

“Women-owned small business concern” means a small business concern--

(1) Which is at least 51 percent owned by one or more women or, in the case of any publicly owned business, at least 51 percent of the stock of which is owned by one or more women; and

(2) Whose management and daily business operations are controlled by one or more women.

“Women-owned business concern” means a concern which is at least 51 percent owned by one or more women; or in the case of any publicly owned business, at least 51 percent of its stock is owned by one or more women; and whose management and daily business operations are controlled by one or more women.

(b) *Taxpayer Identification Number (TIN)* (26 U.S.C. 6109, 31 U.S.C. 7701). (Not applicable if the offeror is required to provide this information to a central contractor registration database to be eligible for award.)

(1) All offerors must submit the information required in paragraphs (b)(3) through (b)(5) of this provision to comply with debt collection requirements of 31 U.S.C. 7701(c) and 3325(d), reporting requirements of 26 U.S.C. 6041, 6041A, and 6050M, and implementing regulations issued by the Internal Revenue Service (IRS).

(2) The TIN may be used by the Government to collect and report on any delinquent amounts arising out of the offeror's relationship with the Government (31 U.S.C. 7701(c)(3)). If the resulting contract is subject to the payment reporting requirements described in FAR 4.904, the TIN provided hereunder may be matched with IRS records to verify the accuracy of the offeror's TIN.

(3) *Taxpayer Identification Number (TIN)*

TIN: \_\_\_\_\_

TIN has been applied for.

TIN is not required because:

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Offeror is a nonresident alien, foreign corporation, or foreign partnership that does not have income effectively connected with the conduct of a trade or business in the U.S. and does not have an office or place of business or a fiscal paying agent in the U.S.;

Offeror is an agency or instrumentality of a foreign government;

Offeror is an agency or instrumentality of a Federal Government.

(4) *Type of organization.*

Sole proprietorship;

Partnership;

Corporate entity (not tax-exempt);

Corporate entity (tax-exempt);

Government entity (Federal, State, or Local);

Foreign government;

? ? International organization per 26 CFR 1.6049-4;

? ? Other \_\_\_\_\_

(5) *Common Parent.*

Offeror is not owned or controlled by a common parent:

Name and TIN of common parent:

Name \_\_\_\_\_

TIN \_\_\_\_\_

(c) Offerors must complete the following representations when the resulting contract is to be performed inside the United States, its territories or possessions, Puerto Rico, the Trust Territory of the Pacific Islands, or the District of Columbia. Check all that apply.

(1) *Small business concern.*

The offeror represents as part of its offer that it  **is**,  **is not** a small business concern.

(2) *Small disadvantaged business concern.* (Complete only if the offeror represented itself as a small business concern in paragraph (c)(1) of this provision.)

The offeror represents, for general statistical purposes, that it  **is**,  **is not**, a small disadvantaged business concern as defined in 13 CFR 124.1002.

(3) *Women-owned small business concern.* (Complete only if the offeror represented itself as a small business concern in paragraph (c)(1) of this provision.)

The offeror represents that it  **is**, a women-owned small business concern.

**NOTE:** Complete paragraphs (c)(4) and (c)(5) only if this solicitation is expected to exceed the simplified acquisition threshold.

(4) *Women-owned business concern* (other than small business concern). (Complete only if the offeror is a women-owned business concern and did not represent itself as a small business concern in paragraph (c)(1) of this provision.)

The offeror represents that it  **is**,  **is not** a women-owned business concern.

(5) *Tie bid priority for labor surplus area concerns.*

If this is an invitation for bid, small business offerors may identify the labor surplus areas in which costs to be incurred on account of manufacturing or production (by offeror or first-tier subcontractors) amount to more than 50 percent of the contract price:

(6) *Small Business Size for the Small Business Competitiveness Demonstration Program and for the Targeted Industry Categories under the Small Business Competitiveness Demonstration*

*Program. (Complete only if the offeror has represented itself to be a small business concern under the size standards for this solicitation.)*

(i) *(Complete only for solicitations indicated in an addendum as being set-aside for emerging small businesses in one of the four designated industry groups (DIGs).)* The offeror represents as part of its offer that it  is,  is not an emerging small business.

(ii) *(Complete only for solicitations indicated in an addendum as being for one of the targeted industry categories (TICs) or four designated industry groups (DIGs) ).* Offeror represents as follows:

(A) Offeror's number of employees for the past 12 months (check the Employees column if size standard stated in the solicitation is expressed in terms of number of employees); or

(B) Offeror's average annual gross revenue for the last 3 fiscal years (check the Average Annual Gross Number of Revenues column if size standard stated in the solicitation is expressed in terms of annual receipts).

*(Check one of the following):*

<u>Number of Employees</u>	<u>Average Annual Gross Revenues</u>
<input type="checkbox"/> 50 or fewer	<input type="checkbox"/> \$1 million or less
<input type="checkbox"/> 51 - 100	<input type="checkbox"/> \$1,000,001 - \$2 million
<input type="checkbox"/> 101 - 250	<input type="checkbox"/> \$2,000,001 - \$3.5 million
<input type="checkbox"/> 251 - 500	<input type="checkbox"/> \$3,500,001 - \$5 million
<input type="checkbox"/> 501 - 750	<input type="checkbox"/> \$5,000,001 - \$10 million
<input type="checkbox"/> 751 - 1,000	<input type="checkbox"/> \$10,000,001 - \$17 million
<input type="checkbox"/> Over 1,000	<input type="checkbox"/> Over \$17 million

*(7) (Complete only if the solicitation contains the clause at FAR 52.219-23, Notice of Price Evaluation Adjustment for Small Disadvantaged Business Concerns, or FAR 52.219-25, Small Disadvantaged Business Participation Program - Disadvantaged Status and Reporting, and the offeror desires a benefit on its disadvantaged status.)*

(i) *General.* The offeror represents that either-

(A) It  is,  is not certified by the Small Business Administration as a small disadvantaged business concern and is listed, on the date of this representation, on the register of small disadvantaged business concerns maintained by the Small Business Administration, and that no material change in disadvantaged ownership and control has occurred since its certification, and, where the concern is owned by one or more individuals claiming disadvantaged status, the net worth of each individual upon whom the certification is based does not exceed \$750,000 after taking into account the applicable exclusions set forth in 13 CFR 124.104(c)(2); or

(B) It  has,  has not submitted a completed application to the Small Business Administration or a Private Certifier to be certified as a small disadvantaged business concern in accordance with 13 CFR 124, Subpart B, and a decision on that application is pending, and that no material change in disadvantaged ownership and control has occurred since its application was submitted.

(ii) ? *Joint Ventures under the Price Evaluation Adjustment for Small Disadvantaged Business Concerns.* The offeror represents, as part of its offer, that it is a joint venture that complies with the requirements in 13 CFR 124.1002(f) and that the representation in paragraph (c)(7)(I) of

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this provision is accurate for the small disadvantaged business concern that is participating in the joint venture. *(The offeror shall enter the name of the small disadvantaged business concern that is participating in the joint venture: \_\_\_\_\_.)*

**Alternate II** (iii) Address. The offeror represents that its address ? ? is, ? ? is not in a region for which a small disadvantaged business procurement mechanism is authorized and its address has not changed since its certification as a small disadvantaged business concern or submission of its application for certification. The list of authorized small disadvantaged business procurement mechanisms and regions is posted at <http://www.arnet.gov/References/sdbadjustments.htm>. The offeror shall use the list in effect on the date of this solicitation. "Address", as used in this provision, means the address of the offeror as listed on the Small Business Administration's register of small disadvantaged business concerns or the address on the completed application that the concern has submitted to the Small Business Administration or a Private Certifier in accordance with 13 CFR part 124, subpart B. For joint ventures, "address" refers to the address of the small disadvantaged business concern that is participating in the joint venture.

**Alternate I** (8)(Complete if the offeror has represented itself as disadvantaged in paragraph(c)(2) or (c)(7) of this provision.) (The offeror shall check the category in which its ownership falls):

- Black American  
 Hispanic American  
 Native American (American Indians, Eskimo, Aleuts or Native Hawaiians).  
 Asian-Pacific American (persons with origins from Burma, Thailand, Malaysia, Indonesia, Singapore, Brunei, Japan, China, Taiwan, Laos, Cambodia (Kampuchea), Vietnam, Korea, the Philippines, U.S. Trust Territory of the Pacific Islands (Republic of Palau), Republic of the Marshall Islands, Federated States of Micronesia, the Commonwealth of the Northern Mariana Islands, Guam, Samoa, Macao, Hong Kong, Fiji, Tonga, Kiribati, Tuvalu, or Nauru).  
 Subcontinent Asian (Asian-Indian) American (persons with origins from India, Pakistan, Bangladesh, Sri Lanka, Bhutan, the Maldives Islands, or Nepal).  
 Individual/concern, other than one of the proceeding.

**Alternate III** (9) HUBZone small business concern. (Complete only if the offeror represented itself as a small business concern in paragraph (c)(1) of this provision.) The offeror represents as part of its offer that

- (i) It ? ? **is**, ? ? **is not** a HUBZone small business concern listed, on the date of this representation, on the List of Qualified HUBZone Small Business Concerns maintained by the Small Business Administration, and no material change in ownership and control, principal place of ownership, or HUBZone employee percentage has occurred since it was certified by the Small Business Administration in accordance with 13 CFR part 126; and
- (ii) It ? ? **is**, ? ? **is not** a joint venture that complies with the requirements of 13 CFR part 126, and the representation in paragraph (c)(9)(I) of this provision is accurate for the HUBZone small business concern or concerns that are participating in the joint venture. (The offeror shall enter the name or names of the HUBZone small business concern or concerns that are

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participating in the joint venture: \_\_\_\_\_.) Each HUBZone small business concern

participating in the joint venture shall submit a separate signed copy of the HUBZone representation.

(d) *Representations required to implement provisions of Executive Order 11246--*

(1) *Previous Contracts and Compliance.*

The offeror represents that--

(i) It  **has**,  **has not**, participated in a previous contract or subcontract subject either to the Equal Opportunity clause of this solicitation, the clause originally contained in Section 310 of Executive Order 10925, or the clause contained in Section 201 of Executive Order 11114; and

(ii) It  **has**,  **has not**, filed all required compliance reports.

(3) *Affirmative Action Compliance.*

The offeror represents that--

(i) It  **has** developed and **has on file**,  **has not** developed and **does not have on file**, at each establishment, affirmative action programs required by rules and regulations of the Secretary of Labor (41 CFR Subparts 60-1 and 60-2), or

(ii) It  **has not** previously had contracts subject to the written affirmative action programs requirement of the rules and regulations of the Secretary of Labor.

(e) *Certification Regarding Payments to Influence Federal Transactions (31 U.S.C. 1352).*  
(Applies only if the contract is expected to exceed \$100,000.)

By submission of its offer, the offeror certifies to the best of its knowledge and belief that no Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress or an employee of a Member of Congress on his or her behalf in connection with the award of any resultant contract.

(f) *Buy American Act--Trade Agreements--Balance of Payments Program Certificate.* (The certificate in DFARS 252.225-7000 or 7006 shall be completed if it is provided as an Attachment to 52.212-3.)

(g)(1) *Buy American Act - North American Free Trade Agreement (NAFTA) Implementation Act - Balance of Payments Program Certificate.* (The certificate in DFARS 252.225-7035 shall be completed if it is provided as an Attachment to 52.212-3.)

(h) *Certification Regarding Debarment, Suspension or Ineligibility for Award* (Executive Order 12549). The offeror certifies, to the best of its knowledge and belief, that--

(1) The offeror and/or any of its principals  **are**,  **are not** presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal agency, and

(2)  **Have**,  **have not**, within a three-year period preceding this offer, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a Federal, state or local government contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property; and  **are**,  **are not** presently indicted for, or otherwise criminally or civilly charged by a Government entity with, commission of any of these offenses.

**52.212.4 CONTRACT TERMS AND CONDITIONS – COMMERCIAL  
ITEMS (MAY 1999)***(a) Inspection/Acceptance.*

The Contractor shall only tender for acceptance those items that conform to the requirements of this contract. The Government reserves the right to inspect or test any supplies or services that have been tendered for acceptance. The Government may require repair or replacement of non-conforming supplies or re-performance of non-conforming services at no increase in contract price. The Government must exercise its post-acceptance rights (1) within a reasonable time after the defect was discovered or should have been discovered; and (2) before any substantial change occurs in the condition of the item, unless the change is due to the defect in the item.

*(b) Assignment.*

The Contractor or its assignee's rights to be paid amounts due as a result of performance of this contract, may be assigned to a bank, trust company, or other financing institution, including any Federal lending agency in accordance with the Assignment of Claims Act (31 U.S.C. 3727).

*(c) Changes.*

Changes in the terms and conditions of this contract may be made only by written agreement of the parties.

*(d) Disputes.*

This contract is subject to the Contract Disputes Act of 1978, as amended (41 U.S.C. 601-613). Failure of the parties to this contract to reach agreement on any request for equitable adjustment, claim, appeal or action arising under or relating to this contract shall be a dispute to be resolved in accordance with the clause at FAR 52.233-1, Disputes, which is incorporated herein by reference. The Contractor shall proceed diligently with performance of this contract, pending final resolution of any dispute arising under the contract.

*(e) Definitions.*

The clause at FAR 52.202-1, Definitions, is incorporated herein by reference.

*(f) Excusable Delays.*

The Contractor shall be liable for default unless nonperformance is caused by an occurrence beyond the reasonable control of the Contractor and without its fault or negligence such as, acts of God or the public enemy, acts of the Government in either its sovereign or contractual capacity, fires, floods, epidemics, quarantine restrictions, strikes, unusually severe weather, and delays of common carriers. The Contractor shall notify the Contracting Officer in writing as soon as it is reasonably possible after the commencement of any excusable delay, setting forth the full particulars in connection therewith, shall remedy such occurrence with all reasonable dispatch, and shall promptly give written notice to the Contracting Officer of the cessation of such occurrence.

*(g) Invoice.*

The Contractor shall submit an original invoice and three copies (or electronic invoice, if authorized) to the address designated in the contract to receive invoices. An invoice must include—

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- (1) Name and address of the Contractor;
- (2) Invoice date;
- (3) Contract number, contract line item number and, if applicable, the order number;
- (4) Description, quantity, unit of measure, unit price and extended price of the items delivered;
- (5) Shipping number and date of shipment including the bill of lading number and weight of shipment if shipped on Government bill of lading;
- (6) Terms of any prompt payment discount offered;
- (7) Name and address of official to whom payment is to be sent; and
- (8) Name, title, and phone number of person to be notified in event of defective invoice.

Invoices will be handled in accordance with the Prompt Payment Act (31 U.S.C. 3903) and Office of Management and Budget (OMB) Circular A-125, Prompt Payment. Contractors are encouraged to assign an identification number to each invoice.

(h) *Patent Indemnity.*

The Contractor shall indemnify the Government and its officers, employees and agents against liability, including costs, for actual or alleged direct or contributory infringement of, or inducement to infringe, any United States or foreign patent, trademark or copyright, arising out of the performance of this contract, provided the Contractor is reasonably notified of such claims and proceedings.

(i) *Payment.*

Payment shall be made for items accepted by the Government that have been delivered to the delivery destinations set forth in this contract. The Government will make payment in accordance with the Prompt Payment Act (31 U.S.C. 3903) and Office of Management and Budget (OMB) Circular A-125, Prompt Payment. If the Government makes payment by Electronic Funds Transfer (EFT), see 52.212-5(b) for the appropriate EFT clause. In connection with any discount offered for early payment, time shall be computed from the date of the invoice. For the purpose of computing the discount earned, payment shall be considered to have been made on the date that appears on the payment check or the specified payment date if an electronic funds transfer payment is made.

(j) *Risk of Loss.*

Unless the contract specifically provides otherwise, risk of loss or damage to the supplies provided under this contract shall remain with the Contractor until, and shall pass to the Government upon:

- (1) Delivery of the supplies to a carrier, if transportation is f.o.b. origin, or
- (2) Delivery of the supplies to the Government at the destination specified in the contract, if transportation is f.o.b. destination.

(k) *Taxes.*

The contract price includes all applicable Federal, State, and local taxes and duties.

(l) *Termination for the Government's Convenience.*

The Government reserves the right to terminate this contract, or any part hereof, for its sole convenience. In the event of such termination, the Contractor shall immediately stop all work hereunder and shall immediately cause any and all of its suppliers and subcontractors to cease work. Subject to the terms of this contract, the Contractor shall be paid a percentage of the contract price reflecting the percentage of the work performed prior to the notice of termination, plus reasonable charges the Contractor can demonstrate to the satisfaction of the Government using its standard record keeping system, have resulted from the termination. The Contractor shall

not be required to comply with the cost accounting standards or contract cost principles for this purpose. This paragraph does not give the Government any right to audit the Contractor's records. The Contractor shall not be paid for any work performed or costs incurred that reasonably could have been avoided.

(m) *Termination for Cause.*

The Government may terminate this contract, or any part hereof, for cause in the event of any default by the Contractor, or if the Contractor fails to comply with any contract terms and conditions, or fails to provide the Government, upon request, with adequate assurances of future performance. In the event of termination for cause, the Government shall not be liable to the Contractor for any amount for supplies or services not accepted, and the Contractor shall be liable to the Government for any and all rights and remedies provided by law. If it is determined that the Government improperly terminated this contract for default, such termination shall be deemed a termination for convenience.

(n) *Title.*

Unless specified elsewhere in this contract, title to items furnished under this contract shall pass to the Government upon acceptance, regardless of when or where the Government takes physical possession.

(o) *Warranty.*

The Contractor warrants and implies that the items delivered hereunder are merchantable and fit for use for the particular purpose described in this contract.

(p) *Limitation of Liability.*

Except as otherwise provided by an express or implied warranty, the Contractor will not be liable to the Government for consequential damages resulting from any defect or deficiencies in accepted items.

(q) *Other Compliances.*

The Contractor shall comply with all applicable Federal, State and local laws, executive orders, rules and regulations applicable to its performance under this contract.

(r) *Compliance with Laws Unique to Government Contracts.*

The Contractor agrees to comply with 31 U.S.C. 1352 relating to limitations on the use of appropriated funds to influence certain Federal contracts; 18 U.S.C. 431 relating to officials not to benefit; 40 U.S.C. 327, et seq., Contract Work Hours and Safety Standards Act; 41 U.S.C. 51-58, Anti-Kickback Act of 1986; 41 U.S.C. 265 and 10 U.S.C. 2409 relating to whistle blower protections; 49 U.S.C. 40118, Fly American; and 41 U.S.C. 423 relating to procurement integrity.

(s) *Order of Precedence.*

Any inconsistencies in this solicitation or contract shall be resolved by giving precedence in the following order: (1) the schedule of supplies/services; (2) the Assignments, Disputes, Payments, Invoice, Other Compliances, and Compliance with Laws Unique to Government Contracts paragraphs of this clause; (3) the clause at 52.212-5; (4) addenda to this solicitation or contract, including any license agreements for computer software; (5) solicitation provisions if this is a solicitation; (6) other paragraphs of this clause; (7) the Standard Form 1449; (8) other documents, exhibits, and attachments; and (9) the specification.

**ADDENDUM TO 52.212-4 CONTRACT TERMS AND CONDITIONS**

The following paragraph(s) of 52.212-4 are amended as indicated below:

1. Paragraph (a), *Inspection/Acceptance*, is revised to add the following:

“Inspection and acceptance of products will be performed at destination. The authorized receiving official for each customer is responsible for signing for and accepting products when they are delivered. The final disposition decision rests with the food service officer.”

2. Paragraph (c), *Changes*, is deleted in its entirety and replaced with the following:

(c) *Changes*.

(1) The Contracting Officer, at his/her discretion, may unilaterally invoke any of the contingency options set forth in this contract.

(2) The Contracting Officer may at anytime, by unilateral written order, make changes within the general scope of this contract in any one or more of the following:

(i) method of shipment or packing;

(ii) place, manner, or time of delivery.

(3) If such change causes an increase or decrease in the cost of, or time required for, performance for any part of the work under this contract, the Contracting Officer shall make equitable adjustment in the contract price, the delivery schedule, or both, and shall modify the contract.

(4) The Contractor must assert its right to an adjustment under this clause within thirty (30) days from the date of receipt of the written order. However, if the Contracting Officer decides that the facts justify it, the Contracting Officer may receive and act upon a proposal submitted before final payment of the contract.

(5) Failure to agree to any adjustment shall be a dispute under the Disputes Clause. However, nothing in this clause shall excuse the Contractor from proceeding with the contract.”

3. Paragraph (g), *Invoices* is revised to add the following:

“(9). Destination – Defense Activity Address Code (DODAAC)

(10). Clearly identified and annotated changes or substitutions on the signed invoice as well as the copy

(11). A total dollar value on each invoice inclusive of any changes

(12). Where multiple deliveries/invoices are made, the PV must identify the final shipment

(13). Invoices should contain the DoD stock number and FIC code as referenced

(14). Invoice should contain Govt. Unit of Issue and Govt. Unit Price.”

(15). Electronic Invoice – requires lead CLIN be used on every invoice, regardless of multiple invoices per purchase order, in order for payment to be made.

4. Paragraph (o), *Warranty*, is revised to add the following:

“In the event that a product recall is initiated by the Prime Vendor, supplier or manufacturer, the Prime Vendor should follow the procedures as outlined below:

(1) Immediately notify the following personnel:

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- (i) Customers that have received the recalled product
  - (ii) DSCP Contracting Officer
  - (iii) DSCP Account Manager
  - (iv) DSCP Consumer Safety Officer at 215-737-3845
- (2) Provide the following information to the DSCP Consumer Safety Officer:
- (i) Reason for recall
  - (ii) Level of recall, i.e. Type I, II or III
  - (iii) Description of product
  - (iv) Amount of product
  - (v) List of customers that have received product
  - (vi) Name and phone number of responsible person (Recall Coordinator).
- (3) The Prime Vendor should provide a Final Status Report of Recall, when completed, to the DPSC Consumer Safety Officer.”

5. Paragraph (t), *Price Changes*, is added as follows:

(t) *Price Changes*.

(1) Definitions.

- (i) **Unit Price** - The total price charged to DSCP per unit for a product delivered to the Government consists of two (2) components: delivered price and distribution price. This price shall not extend more than two (2) places past the decimal point.
- (ii) **Delivered Price** - The actual last invoice price of the product paid to the manufacturer/supplier, delivered to the Prime Vendor’s facility.
- (iii) **Distribution Price** - The firm fixed price, offered as a dollar amount, which represents all the elements of the contract price other than the delivered price. This distribution price will consist of the prime vendor’s projected general and administrative overhead, profit, packaging costs, transportation costs and any other expenses.

(2) Effective Period of Prices. Pricing will be at the time of order. These prices will be fixed until delivery, provided that the delivery is requested within the time frame of six days starting the day after the order is placed. If delivery is not requested until after this time frame, pricing will be as of the delivery date. The offeror warrants that the current delivered prices do not include any allowance for possible future increases. The vendor may not submit its invoices to DFAS Columbus for payment until notified by the customer that all product has been received

in good condition and in the quantities stated on the invoice. This notification must be in writing.

(3) The offeror also warrants that its unit prices are equal to or lower than its most favored customer for similar quantities under comparable terms and conditions. (Should price verifications reveal any instances of overpricing, the contractor further agrees to reimburse the Government for that amount.)

(4) For the purpose of unit price adjustment, the offeror shall indicate its distribution price per unit of issue for each item category of items, which shall be expressed as a dollar figure. The distribution price may differ per category; however, each category and the associated items that

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fall under it must have the same unit of issue. (The distribution price must always be equal to the unit price less the delivered price.) The distribution price, as proposed in the offer and accepted by the Government, shall remain fixed throughout the term of the contract.

(5) The delivered price for each item is influenced by commercial market forces, such as supply and demand, and competition among suppliers, and may, therefore, fluctuate. Vendors may change prices in their STORES Vendor Item Catalog weekly. The submissions are to be made by Friday, to be in effect the following Sunday. All price changes must be submitted to DSCP via the 832 EDI Transaction Set. This transmission must be received by Thursday, 1:30 PM Philadelphia time. See Attachment 1 :EDI Implementation Guidelines” for more information of the various EDI transaction sets required under this contract.

(6) Upon request, the Prime Vendor shall furnish to the Government data, as required by the Contracting Officer, to support price changes and to confirm that the contract unit prices under this contract are fair and reasonable and are based on the catalog or market prices that it pays to its suppliers. This supporting documentation shall be in the form of delivered price invoices and unit prices charged to the Prime Vendor’s commercial business as well as suppliers’ quotations, invoices, catalogs, published price lists and any other information as required by the Contracting Officer.

(7) The Government shall perform price verification analyses from time to time throughout the term of the contract. When requested, the contractor shall provide to the Contracting Officer delivered price invoices. The Prime Vendor shall keep all delivered price invoices for a period of at least one (1) year after issuance of the applicable delivery order. As a minimum, the Contracting Officer shall review the invoice in conjunction with the distribution price to verify the accuracy of the delivery order unit price (i.e. the unit price in effect in the contractor’s electronic catalog at the time of delivery order placement).

(8) The delivered price plus distribution price should equal the delivery order unit price. The contractor shall promptly refund any overcharges discovered during this process. Overcharges shall also result in more frequent price verification analyses.

(9) The Prime Vendor shall obtain product from suppliers who can provide the best value to the Government in terms of price, delivery, and quality. Whenever appropriate, the Prime Vendor shall take advantage of “reduced price specials” and “sales” offered by suppliers, as well as those manufacturers that have a National Allowance Program Agreement (NAPA) with DSCP. A list of NAPA holders is attached to this solicitation.

(10) The requirements of this clause shall also apply to new items added to the Contractor’s electronic catalog after contract award.

**NOTE:** in conjunction with the above clause, the contractor should note the following:

Variable weight items (such as meat and poultry (roasts, turkey, etc.) and lump sum billing can not be receipted in decimals, e. g.4.6 pounds. Contractors must round using Standard Rounding Methods.

(11) Offerors are advised that the Contracting Officer intends to conduct price verification analysis in the following manner:

(i) Periodically, the Price Verification Team may require the contractor to provide copies of specific invoices from suppliers covering up to 100 items that were previously ordered. These invoices will be used to verify that the Government is only being charged the actual product cost plus the negotiated distribution fee.

(ii) The Price Verification Team will request the above documentation in writing and the contractor will have thirty (30) days after the request to furnish the documentation.

(iii) The contractor shall promptly refund or credit any overcharges discovered during this period. The Government reserves all rights and remedies provided by law or under the contract in addition to recovering any overcharges.

(iv) The Government may elect to expand the scope of the price verification analysis if overcharges are discovered. The Government may also elect to reduce the scope of the price verification analysis if no overcharges are discovered.

(v) Unit prices shall be limited to a maximum of two (2) decimal places. For evaluation and award purposes, offers containing a unit price of more than two (2) decimal places shall be rounded off to two (2) decimal places. For administrative purposes, the extended line item and total dollar amounts will be rounded to two (2) decimal places and may not precisely reflect the quantity(ies) times the unit price(s). Payment shall be accomplished on a unit price basis.

**52.212-5 CONTRACT TERMS AND CONDITIONS REQUIRED TO  
IMPLEMENT STATUTES OR EXECUTIVE ORDERS – COMMERCIAL  
ITEMS (MAY 1999)**

(a) The Contractor agrees to comply with the following FAR clauses, which are incorporated in this contract by reference, to implement provisions of law or executive orders applicable to acquisitions of commercial items:

- (1) **52.222-3**, Convict Labor (E.O. 11755); and
- (2) **52.233-3**, Protest After Award (31 U.S.C. 3553).

(b) The Contractor agrees to comply with the FAR clauses in this paragraph (b) which the contracting officer has indicated as being incorporated in this contract by reference to implement provisions of law or executive orders applicable to acquisitions of commercial items or components:

- (1) **52.203-6**, Restrictions on Subcontractor Sales to the Government, with Alternate I (41 U.S.C. 253g and 10 U.S.C. 2402).
- (2) **52.219-3**, Notice of Total HUB Zone Small Business Set-Aside (Jan 1999)
- (3) **52.219-4**, Notice of Price Evaluation Preference for HUB Zone Small Business Concerns (Jan 1999) (if the offeror elects to waive the preference, it shall so

indicate in

- its offer).
- (4)(i) **52.219-5**, Very Small Business Set-Aside (Pub. L. 103-403, section 304, Small Business Reauthorization and Amendments Act of 1994).
- (ii) Alternate I to 52.219-5.
- (iii) Alternate II to 52.219-5.
- (5) **52.219-8**, Utilization of Small, Small Disadvantaged and Women-Owned Small Business Concerns (15 U.S.C. 637 (d)(2) and (3)).
- (6) **52.219-9**, Small, Small Disadvantaged and Women-Owned Small Business Subcontracting Plan (15 U.S.C. 637 (d)(4)).
- (7) **52.219-14**, Limitation on Subcontracting (15 U.S.C. 637(a)(14)).
- (8)(i) **52.219-23**, Notice of Price evaluation Adjustment for Small Disadvantaged

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Business Concerns (Pub L. 103-355, section 7102, and 10 U.S.C. 2323) (if the offeror elects to waive the adjustment, it shall so indicate in its offer).

- \_\_\_\_\_ (ii) Alternate I of 52.219-23.
- \_\_\_\_\_ (9) **52.219-25**, Small Disadvantaged Business Participation Program-Disadvantaged Status and Reporting (Pub. L. 103-355, section 7102, And 10 U.S.C. 2323).
- \_\_\_\_\_ (10) **52.219-26**, Small Disadvantaged Business Participation Program-Incentive Subcontracting (Pub. L. 103-355, section 7102, and 10 U.S.C. 2323).
- X   (11) **52.222-21**, Prohibition of Segregated Facilities (Feb 1999).
- X   (12) **52.222-26**, Equal Opportunity (E.O. 11246).
- X   (13) **52.222-35**, Affirmative Action for Disabled Veterans and Veterans of the Vietnam Era (38 U.S.C. 4212).
- X   (14) **52.222-36**, Affirmative Action for Workers with Disabilities (29 U.S.C. 793)
- X   (15) **52.222-37**, Employment Reports on Disabled Veterans and Veterans of the Vietnam Era (38 U.S.C. 4212).
- Paragraphs (16) through (18) are not applicable and have been deleted.*
- \_\_\_\_\_ (19) **52.225-18**, European Union Sanction for End Products (E.O. 12849).
- \_\_\_\_\_ (20) **52.225-19**, European Union Sanction for Services (E.O. 12849).
- Paragraph (21) is not applicable and has been deleted.*
- X   (22) **52.232-33**, Payment by Electronic Funds Transfer--Central Contractor Registration (31 U.S.C. 3332).
- X   (23) **52.232-34**, Payment by Electronic Funds Transfer--Other than Central Contractor Registration (31 U.S.C. 3332).
- \_\_\_\_\_ (24) **52.232-36**, Payment by Third Party (31 U.S.C. 3332).
- \_\_\_\_\_ (25) **52.239-1**, Privacy or Security Safeguards (5 U.S.C. 552a)
- \_\_\_\_\_ (26) **52.247-64**, Preference for Privately Owned U.S. Flag Commercial Vessels (46 U.S.C. 1241).

(c) The Contractor agrees to comply with the FAR clauses in this paragraph (c), applicable to commercial services, which the Contracting Officer has indicated as being incorporated in this contract by reference to implement provisions of law or executive orders applicable to acquisitions of commercial items or components:

- \_\_\_\_\_ (1) **52.222-41**, Service Contract Act of 1965, as amended (41 U.S.C. 351, et seq.)
- \_\_\_\_\_ (2) **52.222-42**, Statement of Equivalent Rates for Federal Hires (29 U.S.C. 206 and 41 U.S.C. 351, et seq.).
- \_\_\_\_\_ (3) **52.222-43**, Fair Labor Standards Act and Service Contract Act - Price Adjustment (Multiple Year and Option Contracts 29 U.S.C. 206 and 41 U.S.C. 351, et seq.).
- \_\_\_\_\_ (4) **52.222-44**, Fair Labor Standards Act and Service Contract Act - Price Adjustment (29 U.S.C. 206 and 41 U.S.C. 351, et seq.).
- \_\_\_\_\_ (5) **52.222-47**, SCA Minimum Wages and Fringe Benefits Applicable to Successor Contract Pursuant to Predecessor Contractor Collective Bargaining Agreement (CBA) (41 U.S.C. 351, et seq.).

(d) *Comptroller General Examination of Record.*

The Contractor agrees to comply with the provisions of this paragraph (d) if this contract was awarded using other than sealed bid, is in excess of the simplified acquisition threshold, and does not contain the clause at 52.215-2, Audit and Records - Negotiation.

(1) The Comptroller General of the United States, or an authorized representative of the Comptroller General, shall have access to and right to examine any of the Contractor's directly pertinent records involving transactions related to this contract.

(2) The Contractor shall make available at its offices at all reasonable times the records, materials, and other evidence for examination, audit, or reproduction, until 3 years after final payment under this contract or for any shorter period specified in FAR Subpart 4.7, Contractor Records Retention, of the other clauses of this contract. If this contract is completely or partially terminated, the records relating to the work terminated shall be made available for 3 years after any resulting final termination settlement. Records relating to appeals under the disputes clause or to litigation or the settlement of claims arising under or relating to this contract shall be made available until such appeals, litigation, or claims are finally resolved.

(3) As used in this clause, records include books, documents, accounting procedures and practices, and other data, regardless of type and regardless of form. This does not require the Contractor to create or maintain any record that the Contractor does not maintain in the ordinary course of business or pursuant to a provision of law.

(e) Notwithstanding the requirements of the clauses in paragraphs (a), (b), (c) or (d) of this clause, the Contractor is not required to include any FAR clause, other than those listed below (and as may be required by an addenda to this paragraph to establish the reasonableness of prices under Part 15), in a subcontract for commercial items or commercial components--

- (1) **52.222-26**, Equal Opportunity (E.O. 11246);
- (2) **52.222-35**, Affirmative Action for Disabled Veterans and Veterans of the Vietnam Era (38 U.S.C. 4212);
- (3) **52.222-36**, Affirmative Action for Workers with Disabilities (29 U.S.C. 793);  
and
- (4) **52.247-64**, Preference for Privately-Owned U.S.-Flagged Commercial Vessels (46 U.S.C. 1241) (flow down not required for subcontracts awarded beginning May 1, 1996).

<b>252.212-7000 OFFEROR REPRESENTATIONS AND CERTIFICATIONS— COMMERCIAL ITEMS (NOV 1995) DFARS</b>
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(a) *Definitions.*

As used in this clause --

- (1) "Foreign person" means any person other than a United States person as defined Section 16 (2) of the Export Administration Act of 1979 (50 U.S.C. App. Sec. 2415).
- (2) "United States person" is defined in Section 16(2) of the Export Administration Act of 1979 and means any United States resident or national (other than an individual resident outside the United States and employed by other than a United States person), any domestic concern (including any permanent domestic establishment of any foreign concern), and any foreign subsidiary or affiliate (including any permanent foreign establishment) of any

domestic concern which is controlled in fact by such domestic concern, as determined under regulations of the President.

(b) *Certification.*

By submitting this offer, the Offeror, if a foreign person, company or entity certifies that it --

- (1) Does not comply with the Secondary Arab Boycott of Israel; and
- (2) Is not taking or knowingly agreeing to take any action, with respect to the Secondary Boycott of Israel by Arab countries, which 50 U.S.C. App. Sec. 2407 (a) prohibits a United States person from taking.

(c) *Representation of Extent of Transportation by Sea.* (This representation does not apply to solicitations for the direct purchase of ocean transportation services.)

(1) The Offeror shall indicate by checking the appropriate blank in paragraph (c)(2) of this provision whether transportation of supplies by sea is anticipated under the resultant contract. The term "supplies" is defined in the Transportation of Supplies by Sea clause of this solicitation.

(2) Representation.

The Offeror represents that it --

**Does** anticipate that supplies will be transported by sea in the performance of any contract or subcontract resulting from this solicitation.

**Does not** anticipate that supplies will be transported by sea in the performance of any contract or subcontract resulting from this solicitation.

(3) Any contract resulting from this solicitation will include the Transportation of Supplies by Sea clause. If Offeror represents that it will not use ocean transportation, the resulting contract will also include the Defense Federal Acquisition Regulation Supplement clause at 252.247-7024, "Notification of Transportation of Supplies by Sea."

Paragraph (c), above, does not apply to this acquisition.

**252.212-7001 CONTRACT TERMS AND CONDITIONS REQUIRED TO IMPLEMENT  
STATUTES OR EXECUTIVE ORDERS APPLICABLE TO DEFENSE  
ACQUISITIONS OF COMMERCIAL ITEMS (SEP 1999) DFARS**

(a) The Contractor agrees to comply with the Defense Federal Acquisition Regulation Supplement (DFARS) clause 252.247-7023, Transportation of Supplies by Sea, which is included in this contract by reference to implement 10 U.S.C. 2631.

(b) The Contractor agrees to comply with any clause that is checked on the following list of DFARS clauses that, if checked, is included in this contract by reference to implement provisions of law or Executive Orders applicable to acquisitions of commercial items or components.

**252.205-7000** Provision of Information to Cooperative Agreement Holders (10 U.S.C. 2416)

**252.206-7000** Domestic Source Restriction (10 U.S.C. 2304).

**252.219-7003** Small, Small Disadvantaged and Women-Owned Small Business Subcontracting Plan (DoD Contracts)(15 U.S.C. 637).

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- \_\_\_ **252.225-7001** Buy American Act and Balance of Payments Program  
41 U.S.C. 10a-10d, E.O. 10582).
- \_\_\_ **252.225-7007** Buy American Act--Trade Agreements--Balance of Payments Program  
(41 U.S.C. 10a-10d, 19 U.S.C. 2501-2518, and 19 U.S.C. 3301 note).
- X **252.225-7012** Preference for Certain Domestic Commodities.
- \_\_\_ **252.225-7014** Preference for Domestic Specialty Metals (10 U.S.C. 2241 note).
- \_\_\_ **252.225-7015** Preference for Domestic Hand or Measuring Tools (10 U.S.C. 2241 note).
- \_\_\_ **252.225-7021** Trade Agreements (19 U.S.C. 2501-2518 and 19 U.S.C. 3301 note).
- \_\_\_ **252.225-7027** Restriction on Contingent Fees for Foreign Military Sales (22 U.S.C. 2779)
- X **252.225-7028** Exclusionary Policies and Practices of Foreign Governments (22 U.S.C.  
2755).
- \_\_\_ **252.225-7036** Buy American Act--North American Free Trade Agreement Implementation  
Act  
--Balance of Payment Program (\_\_\_ Alternate I) (41.U.S.C. 10a-10d and  
19 U.S.C. 3301 note).
- \_\_\_ **252.227-7015** Technical Data -- Commercial Items (10 U.S.C. 2320).
- \_\_\_ **252.227-7037** Validation of Restrictive Markings on Technical Data (10 U.S.C. 2321).
- \_\_\_ **252.243-7002** Requests for Equitable Adjustment (10 U.S.C. 2410).
- \_\_\_ **252.247-7024** Notification of Transportation of Supplies by Sea (10 U.S.C. 2631).

(c) In addition to the clauses listed in paragraph (e) of the Contract Terms and Conditions Required to Implement Statutes or Executive Orders-Commercial Items clause of this contract, the contractor shall include the terms of the following clause, if applicable, in subcontracts for commercial items or commercial components, awarded at any tier under this contract:

**252.225-7014** Preference for Domestic Specialty Metals, Alternate I (10U.S.C. 2241 note).

<p><b>52.212-9000 MANDATORY PROVISIONS—COMMERCIAL ITEMS (JUN 1997) – DLAD</b></p>
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**The following DLAD provision applies:**

**52.233-9000 AGENCY PROTESTS (SEP 1996) DLAD**

Companies protesting this procurement may file a protest 1) with the contracting officer, or 2) with the General Accounting Office, or 3) pursuant to Executive Order 12979, with the activity for a decision at a level above the contracting officer. Protests filed with the activity should be addressed to the contracting officer, but should clearly state that they are an “Agency Level Protest under Executive Order 12979.” The contracting officer will forward the protest to the appropriate official for decision. (This process allows for a higher level decision on the initial protest; it is not a review of a contracting officer’s decision on a protest filed with the contracting

officer.) Absent a clear indication of the intent to file an agency level protest, protests will be presumed to be protests to the contracting officer.

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**52.208-9 CONTRACTOR USE OF MANDATORY SOURCES OF SUPPLY (MAR 1996)**

(a) Certain supplies to be provided under this contract for use by the Government are required by law to be obtained from the Committee for Purchase from People Who are Blind or Severely Disabled (Javits-Wagner-O'Day Act (JWOD) (41 U.S.C. 48)). Additionally, certain of these supplies are available from the Defense Logistics Agency (DLA). The General Services Administration (GSA), or the Department of Veterans Affairs (VA). The contractor shall obtain mandatory supplies to be provided for Government use under this contract from the specific sources indicated in the contract schedule.

(b) The Contractor shall immediately notify the Contracting Officer if a mandatory source is unable to provide the supplies by the time required, or if the quality of supplies provided by the mandatory source is unsatisfactory. The Contractor shall not purchase the supplies from other sources until the Contracting Officer has notified the Contractor that the mandatory source has authorized purchase from other sources.

(c) Price and delivery information for the mandatory supplies is available from the Contracting officer for the supplies obtained through the DLA/GSA/VA distribution facilities. For mandatory supplies that are not available from DLA/GSA/VA, price and delivery information is available from the appropriate central nonprofit agency. Payments shall be made directly to the source making delivery. Points of contact for JWOD central nonprofit agencies are:

- (1) National Industries for the Blind (NIB)  
1901 North Beauregard Street, Suite 200  
Alexandria, VA 22311-1705  
703-998-0770
  
- (2) NISH  
2235 Cedar Lane  
Vienna, VA 22182-5200  
703-560-6800

**52.211-9P36 FDA COMPLIANCE (JAN 1992) DSCP**

If any supplies acquired hereunder are recalled under the provisions of the Federal Food, Drug and Cosmetic Act, and regulations thereunder, the contractor shall, at the Government's option, either reimburse the Government or repair/replace the recalled supplies. Additionally, the contractor shall notify the contracting officer immediately when a firm decides to voluntarily recall or withdraw any product from the marketplace. Upon notification by the contracting officer that supplies acquired hereunder have been recalled, the contractor shall either (a) accept Certificates of Destruction from the Government after the supplies have been properly disposed of, (b) request return of the supplies, or (c) if supplies may be repaired on site without transporting them from their location, furnish all materials necessary to effect repairs. Replacement or reimbursement will be accomplished by the contractor immediately on receipt of Certificates of Destruction or returned supplies. The costs of replacement or repair of supplies, and transportation and handling

costs for movement of returned, replaced or repaired supplies within the continental United States shall be paid by the contractor. The provisions of this clause are applicable only when the value of the recalled supplies in the possession of the Government amounts to \$100 or more. The rights and remedies of the Government provided in this clause are in addition to, and do not limit, any rights afforded to the Government by any other clause in the contract.

**52.215-11 AUTHORIZED NEGOTIATORS (APR 1984)**

The offeror or quoter represents that the following persons are authorized to negotiate on its behalf with the Government in connection with this request for proposals or quotations: (list names, titles, and telephone numbers of the authorized negotiators).

\_\_\_\_\_.

\_\_\_\_\_.

\_\_\_\_\_.

Phone Number: \_\_\_\_\_.

FAX Number: \_\_\_\_\_.

**52.215-9002 SOCIOECONOMIC PROPOSAL (MAR 1996) DLAD**

In addition to any subcontracting plan required by the Clause 52.219-9:

(i) Provide a description of the efforts your company will make to assure that small, small disadvantaged, and women-owned small business concerns will have equal opportunity to compete for subcontracts under any resulting contract. Describe your current and planned proposed range of services, supplies, and any other support that will be provided to you by small, small disadvantaged, and women-owned small business concerns. Include specific names of subcontractors to the extent they are known.

(ii) Describe any future plans your company has for developing additional subcontracting opportunities for small, small disadvantaged, and women-owned small business concerns during the contract period.

(iii) Specify what proportion of your proposal, as a percentage of dollars, will be subcontracted to small, small disadvantaged, and women-owned small businesses.

(iv) Specify what type of performance data you will accumulate and provide to the Contracting officer regarding your support of small, small disadvantaged, and women-owned small businesses during the period of contract performance. Provide the name and title of the individual principally responsible for ensuring company support to such firms.

**52.215-9003 SOCIOECONOMIC SUPPORT EVALUATION  
(OCT 1996) DLAD**

(a) The Socioeconomic Proposal provided by the offeror under 52.215-9002 will be evaluated on a comparative basis among all offerors. An offeror that proposed a higher percentage, complexity level, and variety of participation by small, small disadvantaged, and women-owned small businesses combined, generally will receive a higher rating on this factor. An offeror's efforts to develop additional opportunities for small, small disadvantaged, and women-owned small businesses will also be comparatively evaluated with the proposals of other offerors. Offerors' proposals for socioeconomic support will be made a part of any resulting contract for use in determining how well the contractor has adhered to its socioeconomic plan. This plan will be monitored by the cognizant Defense Contract Management Command's small business office as a means of assisting the contracting officer in determining how well the contractor has in fact performed. This determination will then be used as a consideration prior to option exercise and future source selection decisions.

(b) Performance on prior contracts in subcontracting with and assisting small, small disadvantaged, and women-owned small businesses will be part of past performance evaluation.

**52.217-9P12 OPTION FOR INDEFINITE-DELIVERY, INDEFINITE-QUANTITY CONTRACT TERM EXTENSION (JUL 1998) DSCP**

(a) Acceptance of the option provision(s)/clauses contained herein is mandatory. Failure to indicate acceptance of the option by annotating the offeror's option price in the schedule or elsewhere in the solicitation will be deemed non-acceptance of the option and may result in rejection of the offeror's entire bid/proposal.

(b) Offerors may offer options at unit prices that differ from the unit prices for the base ordering period. These prices may vary with the quantities actually ordered and the dates when ordered.

(c) The contracting officer may extend the term of this contract for four [4] additional one [1] year period(s) by written notice to the contractor within the time specified in the schedule; provided that the contracting officer shall give the contractor a preliminary written notice of intent to extend at least 60 days before expiration of the contract. The preliminary notice does not commit the government to an extension.

(d) Performance under the option period shall continue at the same performance level specified for the basic contract.

(e) The option to extend the term of the contract shall be exercised not later than three (3) days before the expiration date of the contract.

(f) The option is deemed exercised when mailed or otherwise furnished to the contractor.

(g) If the contracting officer exercises this option, the extended contract shall be considered to include this option clause and the minimum and maximum quantities specified in the award for that option period will apply. The modification exercising the option will also modify DSCP clause 52.217-9P16, Effective Period of Contract--Indefinite-Delivery, Indefinite-Quantity Contract, to cover the base ordering period and the additional option period(s) exercised to date.

(h) The total duration of any options exercised under this clause shall not exceed one year.

(i) The following provisions apply only to negotiated acquisitions:

(1) If an option has been priced under this solicitation and is to be exercised at time of award of the basic contract, the submission of certified cost or pricing data shall be required

prior to award where the combined dollar value of the basic contract and option exceeds \$500,000, unless an exemption thereto is appropriate in accordance with FAR 15.403-1.

(2) Prior to the award of any contract which will contain one or more priced options totaling \$500,000 or more, the submission of certified cost or pricing data covering the basic contract and the option(s) shall be required regardless of when the option(s) may be exercised, unless an exemption thereto is appropriate in accordance with FAR 15.403-1.

***52.217-9P13 EVALUATION OF OPTIONS -- SOURCE SELECTION FOR AN INDEFINITE-DELIVERY, INDEFINITE-QUANTITY CONTRACT (JAN 1992) ALTERNATE 1 (MAY 1997) DSCP***

(a) For award purposes, in addition to an offeror's response to the base ordering period, the Government will evaluate its response to all options, both technical and price. To evaluate price, the Government will add the total price for all options to the total price for the base ordering period. Further, where a contract line or sub-line item number in the Supplies or Services and Prices Section specifies a minimum and maximum quantity, the maximum quantity will be used to determine the total price. Evaluation of options will not obligate the Government to exercise the options. For this solicitation, the options are as specified in Clause 52.217-9P12.

(b) Should offerors propose option prices which vary (for example, with quantities actually ordered and the dates when ordered), these offers will be evaluated using the highest option price offered for each item.

***52.219-9002 DLA MENTORING BUSINESS AGREEMENTS (MBA) PROGRAM (DEC 1997) DLAD***

(a) The offeror is invited to participate in a program whereby small, small disadvantaged, and women-owned small business are afforded the opportunity (through the offeror's provision of developmental assistance in its capacity as prime contractor) to participate in the DLA procurement process. (The offeror may alternatively propose to mentor a Javits-Wagner-O'Day (JWOD) Act-qualified nonprofit agency.) In order to participate, the offeror shall submit a proposal outlining the assistance already rendered or to be provided to the protégé, as well as the kinds of value-added activity the offeror might expect to receive, in return, from the mentored entity. The offeror-mentor may propose to provide the benefit of its managerial expertise, technical capabilities, market knowledge, etc.; the protégé will be expected to provide a specialized service or product, or potentially, admission into its own market. Participation is entirely voluntary.

(b) The Government will evaluate the offeror's proposal for participation in the DLA MBA Program on a comparative basis among all offerors, rather than via establishment of an "acceptable" standard. The factor is an independent element in the overall award decision; the offeror who proposes or demonstrates the most comprehensive plan for tutoring a protégé will receive the highest rating for this evaluation factor during the source selection process. The evaluation will assess the offeror's willingness to assist such entities in receiving better market shares, improving their processes, and generally contributing to their viability under long-term contracting arrangements.

(c) The proposal submitted by the successful offeror will be incorporated into its contract with DLA. The successful offeror will be expected to incorporate the salient points of the evaluated proposal into a written agreement (the MBA) with a protégé selected by the offeror. The offeror's performance under the proposal will be monitored by the contracting officer and cognizant small business specialists (from the he buying activity and/or the Defense Contract Management Command) during the contract period. This performance will be one factor used to determine placement of orders against multiple-award contracts and/or exercise of options in the contract's follow-on years (as applicable). It will also be used as an independent evaluation factor, and as an element of past performance evaluation, in subsequent source selection decisions.

**52.219-9003 DLA MENTORING BUSINESS AGREEMENTS (MBA) PERFORMANCE  
(DEC 1997) DLAD**

(a) The contractor's proposed MBA plan shall become part of this contract upon award. The contractor is hereby obligated, as part of its contractual undertaking, to enter into a written, binding mentoring business agreement with a protégé based on and reflective of this plan. Performance under the MBA plan shall be evaluated by the contracting officer, and may become a consideration prior to option exercise for the follow-on years of long-term contracts. MBA plan implementation may also become an independent evaluation factor and/or part of the overall past performance evaluation factor in future source-selection decisions.

(b) The contractor-mentor and its protégé(s) shall meet semi-annually with the DLA contracting officer and the small business specialist(s) from the buying activity and/or the DCMC component to review progress/accomplishments under applicable MBA proposals. The contractor is also required to submit periodic progress reports (no less frequently than annually) to the contracting officer regarding proposal fulfillment. Any MBA with a protege that has voluntarily been submitted to the Government shall be compared by the contracting officer to the contractor's proposed plan, hereby incorporated into this contract, to ensure that it adequately reflects the mentor's obligations expressed therein.

**52.215-9004 JAVITS-WAGNER-O'DAY ACT ENTITY PROPOSAL (DEC 1997) DLAD**

(a) Provide a description of the efforts your company will make to assure that Javits-Wagner-O'Day Act (JWOD) qualified nonprofit agencies for the blind or other severely disabled will have equal opportunity to compete for subcontracts under any resulting contract. Describe your current and proposed range of services, supplies, and any other support that will be provided to you by JWOD concerns. Include specific names of such subcontractors, to the extent they are known.

(b) Describe any future plans your company has for developing additional subcontracting possibilities for JWOD entities, or ways in which these entities could be partnered with other businesses and agencies in opportunities to diversify revenue production, during the contract period.

(c) Specify what proportion of your proposal, as a percentage of dollars, will be subcontracted to JWOD entities.

(d) You shall be required to submit periodic progress reports in the required monthly Socioeconomic Report to the contracting officer regarding your subcontracting efforts relative to JWOD entities. Specify what type of performance data you will accumulate and provide to the contracting officer regarding your support of JWOD entities during the period of contract performance. Provide the name and title of the individual principally responsible for ensuring company support to such entities (generally, this is the individual responsible for subcontracting with small, small disadvantaged, and women-owned small businesses).

**52.215-9005 JAVITS-WAGNER-O'DAY ACT ENTITY SUPPORT EVALUATION (DEC 1997) DLAD**

The Javits-Wagner-O'Day Act (JWOD) Entity Proposal provided by the offeror under 51.215-9004 will be evaluated on a comparative basis among all offerors. An offeror that proposes or demonstrates a higher percentage, complexity level, and variety of participation by JWOD qualified nonprofit agencies for the blind or other severely disabled as subcontractors beyond those items for which JWOD entities are the mandatory source generally will receive a higher rating on this factor during the source selection process. Offerors' proposals for such support will be made a part of any resulting contract for use in determining how well the contractor has adhered to its plan. Offeror is required to submit percentages supporting this program on a monthly basis to the Contracting Officer within the Socioeconomic Report as a means of assisting the contracting officer in determining how well the contractor has in fact performed. This determination will be one factor used in the placement of orders against multiple-award contracts and/or the exercise of options in the contract's follow-on years (as applicable). Performance on prior contracts in subcontracting with and assisting JWOD entities will be used as an element of past performance evaluation in subsequent source selection decisions.

**52.215-9006 JAVITS-WAGNER-O'DAY ACT ENTITY SUPPORT CONTRACTOR REPORTING (DEC 1997) DLAD**

The contractor shall submit periodic progress reports in the required monthly Socioeconomic Report to the contracting officer regarding the contractor's subcontracting efforts relative to JWOD entities. There is no standard or prescribed format for this requirement; however, performance data accumulated and reported by the contractor must be specified in its offer.

**52.219-16 LIQUIDATED DAMAGES—SUBCONTRACTING PLAN.**

Liquidated Damages--Subcontracting Plan (Jan 1999)

(a) "Failure to make a good faith effort to comply with the subcontracting plan", as used in this clause, means a willful or intentional failure to perform in accordance with the requirements of the subcontracting plan approved under the clause in this contract entitled "Small Business Subcontracting Plan," or willful or intentional action to frustrate the plan.

(b) Performance shall be measured by applying the percentage goals to the total actual subcontracting dollars or, if a commercial plan is involved, to the pro rata share of actual subcontracting dollars attributable to Government contracts covered by the commercial plan. If, at contract completion or, in the case of a commercial plan, at the close of the fiscal year for which the plan is applicable, the Contractor has failed to meet its subcontracting goals and the Contracting Officer decides in accordance with paragraph (c) of this clause that the Contractor failed to make a good faith effort to comply with its subcontracting plan, established in accordance with the clause in this contract entitled "Small Business Subcontracting Plan," the Contractor shall pay the Government liquidated damages in an amount stated. The amount of probable damages attributable to the Contractor's failure to comply shall be an amount equal to the actual dollar amount by which the Contractor failed to achieve each subcontract goal.

(c) Before the Contracting Officer makes a final decision that the Contractor has failed to make such good faith effort, the Contracting Officer shall give the Contractor written notice specifying the failure and permitting the Contractor to demonstrate what good faith efforts have been made and to discuss the matter. Failure to respond to the notice may be taken as an admission that no valid explanation exists. If, after consideration of all the pertinent data, the Contracting Officer finds that the Contractor failed to make a good faith effort to comply with the subcontracting plan, the Contracting Officer shall issue a final decision to that effect and require that the Contractor pay the Government liquidated damages as provided in paragraph (b) of this clause.

(d) With respect to commercial plans, the Contracting Officer who approved the plan will perform the functions of the Contracting Officer under this clause on behalf of all agencies with contracts covered by the commercial plan.

(e) The Contractor shall have the right of appeal, under the clause in this contract entitled, Disputes, from any final decision of the Contracting Officer.

(f) Liquidated damages shall be in addition to any other remedies that the Government may have.

(End of clause)

**52.246-9P31 SANITARY CONDITIONS (JAN 1998) DSCP**

(a) Food Establishments.

(1) Establishments furnishing food items under DSCP contracts are subject to approval by the Military Medical Service or another agency acceptable to the Military Medical Service. The Government does not intend to make any award for, nor accept, any subsistence products manufactured or processed in a plant which is operating under such unsanitary conditions as may lead to product contamination or constitute a health hazard, or which has not been listed in an

appropriate Government directory as a sanitarily approved establishment when required. Accordingly, the supplier agrees that, except as indicated in paragraphs (2) and (3) below, products furnished as a result of this contract will originate only in establishments listed in the "Directory of Sanitarily Approved Food Establishments for Armed Forces Procurement," published by the US Army Veterinary Command. Suppliers also agree to inform the contracting officer immediately upon notification that a manufacturing plant is no longer sanitarily approved and/or deleted from another agency's listing, as indicated in paragraph (2) below. The contracting officer will also be notified when sanitary approval is regained and listing is reinstated.

(2) Establishments furnishing the products listed below and appearing in the publications indicated need not be listed in the "Directory of Sanitarily Approved Food Establishments."

(i) Meat and meat products and poultry and poultry products from establishments which are currently listed in the "Meat and Poultry Inspection Directory," published by the Meat and Poultry Inspection Program, AMS, USDA. The item, to be acceptable, shall, on delivery bear on the product, its wrappers or shipping container, as applicable, the official inspection legend or label of the Agency.

(ii) Meat and meat products for direct delivery to military installations within the same state may be supplied when the items are processed under state inspection in establishments certified by the USDA as being equal to Federal meat inspection requirements.

(iii) Poultry, poultry products, and shell eggs from establishments listed in the "List of Plants Operating under USDA Poultry and Egg Grading Programs," published by Poultry Programs, Grading Branch, AMS, USDA. Egg products (liquid, dehydrated) from establishments listed in the "Meat and Poultry Directory" published by the Food Safety Inspection Service. All products, to be acceptable, shall, on delivery, bear on the product, its wrappers or shipping container, as applicable, the official inspection legend or label of the Agency.

(iv) Fish and fishery products from establishments listed in the "Approved List-Sanitary Inspected Fish Establishments," published by the U.S. Department of Commerce, National Oceanic and Atmospheric Administration, National Marine Fisheries Service.

(v) Milk and milk products from plants having a pasteurization plant compliance rating of 90 or more, as certified by a State milk sanitation rating officer and listed in "Sanitation Compliance and Enforcement Ratings of Interstate Milk Shippers." published by the U.S. Public Health Service. These may serve as sources of pasteurized milk and milk products as defined in paragraph N, Section I, Part II of the "Grade 'A' Pasteurized Milk Ordinance, 1978 Recommendations of the US Public Health Service," Public Health Service Publication No. 229.

(vi) "Dairy Plants Surveyed and Approved for USDA Grading Service," published by Dairy Division, Grading Branch, AMS, USDA.

(vii) Oysters, clams, and mussels from plants listed in the "Interstate Certified Shellfish Shippers Lists" published by the US Public Health Service.

(3) Establishments furnishing the following products are exempt from appearing in the "Directory of Sanitarily Approved Food Establishments for Armed Forces Procurement," or other publication, but will remain subject to inspection and approval by the Military Medical Service or by another inspection agency acceptable to the Military Medical Services:

(i) Fruits, vegetables and juices thereof

(ii) Special dietary foods and food specialty preparations (except animal products, unless such animal products are produced in establishments covered by paragraphs 2 (i), 2 (iii), or 2(iv) above).

(iii) Food oils and fats (except animal products, unless such animal products are produced in establishments covered by paragraph 2 (i), 2 (iii), or 2(iv) above).

(iv) Foreign establishments whose prepackaged finished items are imported by distributors or brokers into the United States as brand name items and then sold to Armed Forces procurement agencies for commissary store resale.

(4) Subsistence items, other than those exempt from listing in the US Army Veterinary Command "Directory of Sanitarily Approved Food Establishments for Armed Forces Procurement," bearing labels reading "Distributed by," etc., are not acceptable unless the source of manufacturing/processing is indicated on the label or on accompanying shipment documentation.

(5) When the Military Medical Service or other inspection agency acceptable to the Military Medical Service determines that the sanitary conditions of the establishment or its products have or may lead to product contamination, the contracting officer will suspend the work until such conditions are remedied to the satisfaction of the appropriate inspection agency. Suspension of the work shall not extend the life of the contract, nor shall it be considered sufficient cause for the contractor to request an extension of any delivery date. In the event the contractor fails to correct such objectionable conditions within the time specified by the contracting officer, the Government shall have the right to terminate the contract in accordance with the "Default" clause of the contract.

(b) Delivery Conveyances

The supplies delivered under this contract shall be transported in delivery conveyances maintained to prevent contamination of the supplies, and if applicable, equipped to maintain any prescribed temperature. "(Semiperishable supplies shall be delivered in a non-refrigerated conveyance)". The delivery conveyances shall be subject to inspection by the Government at all reasonable times and places. When the sanitary conditions of the delivery conveyance have led or may lead to product contamination, or they constitute a health hazard, or the delivery conveyance is not equipped to maintain prescribed temperatures, supplies tendered for acceptance may be rejected without further inspection.

(a) Product Quality

Approved Source Requirements: All food products delivered to customers listed in this solicitation, as well as any customer added to the Prime Vendor Program, shall originate from approved sources. A firm can only be identified as an approved source if it is listed in at least one of the following directories for the particular food product(s) that it intends to supply:

- i. Directory of Sanitarily Approved Food Establishments For Armed Forces Procurement
- ii. European Directory of Sanitary Approved Food Establishments for Armed Forces Procurement (USAREUR Circular 40-657)
- iii. United States Department of Commerce (USDC) directory
- iv. United States Department of Agriculture (USDA) directory.

The following is the Internet Link to VETCOM's Directory of Sanitarily Approved Food Establishments:

<http://vets.amedd.army.mil/dodvsa/index.html>

This site provides access to the above listed directories. The prime Vendor must contact the Contracting Officer to obtain pass codes for access to this site.

Also, see DSCP clause 52.246-9P31, "Sanitary Conditions", contained herein.

**52.246-9P32 FEDERAL FOOD, DRUG AND COSMETIC ACT-WHOLESOME MEAT ACT (JAN 1992) DSCP**

(a) The contractor warrants that the supplies delivered under this contract comply with the Federal Food, Drug and Cosmetic Act and the Wholesome Meat Act, and regulations thereunder. This warranty will apply regardless of whether or not the supplies have been:

(1) Shipped in interstate commerce,

(2) Seized under either act or inspected by the Food and Drug Administration or Department of Agriculture.

(3) Inspected, accepted, paid for or consumed, or any or all of these, provided however, that the supplies are not required to comply with requirements of said acts and regulations thereunder when a specific paragraph of the applicable specification directs otherwise and the supplies are being contracted for military rations, not for resale.

(b) The government shall have six months from the date of delivery of the supplies to the government within which to discover a breach of this warranty. Notwithstanding the time at which such breach is discovered, the right is reserved to give notice of breach of this warranty at any time within such applicable period or within 30 days after expiration of such period, and any such notice shall preserve the rights and remedies provided herein.

(c) Within a reasonable time after notice to the contractor of breach of this warranty, the government may, at its election:

(1) Retain all or part of the supplies and recover from the contractor, or deduct from the contract price, a sum determined to be equitable under the circumstances;

(2) Return or offer to return all or part of the supplies to the contractor in place and recover the contract price and transportation, handling, inspection and storage costs expended therefor; provided, that if the supplies are seized under either act, such seizure, at government option, shall be deemed a return of supplies within the meaning of this clause and thereby allow the government to pursue the remedy provided herein. Failure to agree to any deduction or recovery provided herein shall be a dispute of a question of fact within the meaning of the clause of this contract entitled "disputes".

(d) The rights and remedies provided by this clause shall not be exclusive and are in addition to other rights and remedies provided by law or under this contract, nor shall pursuit of a remedy herein or by law either jointly, severally or alternatively, whether simultaneously or at different times, constitute an election of remedies.

**252.204-7004 - REQUIRED CENTRAL CONTRACTOR REGISTRATION (MAR 1998) DFARS**

(a) *Definitions.*

As used in this clause--

## NAVY SHIPS IN THE EARLE, NJ &amp; NORFOLK, VA . REGION

(1) "Central Contractor Registration (CCR) database" means the primary DoD repository for contractor information required for the conduct of business with DoD.

(2) "Data Universal Numbering System (DUNS) number" means the 9-digit number assigned by Dun and Bradstreet Information Services to identify unique business entities.

(3) "Data Universal Numbering System +4 (DUNS+4) number" means the DUNS number assigned by Dun and Bradstreet plus a 4-digit suffix that may be assigned by a parent (controlling) business concern. This 4-digit suffix may be assigned at the discretion of the parent business concern for such purposes as identifying sub-units or affiliates of the parent business concern.

(4) "Registered in the CCR database" means that all mandatory information, including the DUNS number or the DUNS+4 number, if applicable, and the corresponding Commercial and Government Entity (CAGE) code, is in the CCR database; the DUNS number and the CAGE code have been validated; and all edits have been successfully completed.

(b) (1) By submission of an offer, the offeror acknowledges the requirement that a prospective awardee must be registered in the CCR database prior to award, during performance, and through final payment of any contract resulting from this solicitation, except for awards to foreign vendors for work to be performed outside the United States.

(2) The offeror shall provide its DUNS or, if applicable, its DUNS+4 number with its offer, which will be used by the Contracting Officer to verify that the offeror is registered in the CCR database.

(3) Lack of registration in the CCR database will make an offeror ineligible for award.

(4) DoD has established a goal of registering an applicant in the CCR database within 48 hours after receipt of a complete and accurate application via the Internet. However, registration of an applicant submitting an application through a method other than the Internet may take up to 30 days. Therefore, offerors that are not registered should consider applying for registration immediately upon receipt of this solicitation.

(c) The Contractor is responsible for the accuracy and completeness of the data within the CCR, and for any liability resulting from the Government's reliance on inaccurate or incomplete data. To remain registered in the CCR database after the initial registration, the Contractor is required to confirm on an annual basis that its information in the CCR database is accurate and complete.

(d) Offerors and contractors may obtain information on registration and annual confirmation requirements by calling 1-888-227-2423, or via the Internet at <http://ccr.edi.disa.mil>.

**H. INSTRUCTIONS, CONDITIONS, AND NOTICES TO OFFEROR****I. GENERAL INFORMATION**

A. The Government is committed to applying Source Selection contracting as a means of selecting the most qualified vendor to support the needs of the customers listed in this solicitation while assessing acquisition procedures, quality assurance practices, and reasonable pricing, as well as other factors.

- (i) Two (2) different techniques shall be utilized when submitting your proposal, Formal Oral Presentation/Structured Plant Site Visit and a written proposal. Except where otherwise noted, the Technical Proposal shall be orally presented in accordance with the instructions outlined in these "Instructions, Conditions, and Notices to Offerors." The Business Proposal must be submitted in writing. The Technical Proposal information required to be submitted in writing must be prepared separately in the quantities shown below and shall not be combined with the Business Proposal.

<u>WRITTEN VOLUME</u>	<u>TITLE</u>	<u>NO. OF COPIES</u>
I	TECHNICAL (Written)	8
	FORMAL ORAL PRESENTATION	
	Briefing Charts (if used)**	8
II	BUSINESS	2

**\*\*To include any presentation materials to be used (i.e. slides, videos, handouts, etc.). The names and titles of the presenters and copies of handouts must be included in the written proposals, either on your briefing charts (if used) or as an attachment to your written proposal.**

**If the offeror fails to indicate in its written offer the names of those people who will be presenting at the "Formal" Oral Presentation, then the presenter will be restricted to the individual who signed the proposal.**

(ii) Evaluations for each volume of the proposal will be performed exclusive of one another. Therefore, the Technical Proposal shall contain no reference to cost or pricing information. Conversely, the Business Proposal should not address information requested under an element listed as a technical factor. Cost and Price information shall only be contained in Volume II, Business Proposal. Each volume shall be bound separately and labeled appropriately.

B. Proposals will be evaluated for both technical excellence and price reasonableness in accordance with the evaluation criteria outlined in the “*Evaluation Factors for Award*” section of this solicitation. Technical factors listed in this solicitation are considered to be more important than price (business) factors. However, as proposals become more equal in their technical merit, the evaluated price becomes significantly more important. The offeror must clearly demonstrate its capability to support the customers’ requirements in the most efficient, cost-effective manner. Proposals will be evaluated in accordance with the factors listed in the solicitation. The rating methodology will be adjectival, i.e., Excellent, Good, Fair and Poor.

C. For each factor the agency will make a risk assessment based on information contained in the proposal and other information, which has or may be derived from sources other than the proposal. This risk assessment will be evaluated in the rating for any factors that place the Government at risk. The evaluation would be of a subjective nature and performed by the Contracting Officer based on the technical panel input.

D. In order to receive full consideration, firms are encouraged to ensure that the information provided in the Technical Proposal is factual and complete. To ensure that an accurate evaluation of the proposal is made, **please address each sub-factor within each factor (written or formal oral presentation) in the order in which they appear in the solicitation.** Failure to do so may result in the Technical Evaluation Panel overlooking important information.

E. The Technical Proposal shall be used for evaluation purposes only and is not considered to be part of the contract. ***The Government does, however, reserve the right to incorporate into the resultant contracts, those elements of an offeror’s technical proposal that exceed solicitation requirements.*** The Business Proposal “Market Basket of Items” delivered prices are essentially for evaluation purposes. However, these prices should not dramatically change for orders placed early in the contract unless documented market conditions arise.

F. Offeror’s may provide additional technical information that will enhance the proposal; however, overly elaborate proposals that contain information not pertinent to this acquisition are not desired.

G. The Government reserves the right to verify any information presented in the technical and business proposals.

## **II. VOLUME I, TECHNICAL PROPOSAL**

**The following applies to both the written portion of the Technical Proposal as well as the Formal Oral presentation/Formal Structured Plant Site Visit.**

A. The written technical proposal and Formal Oral Presentation and Formal Structured Plant Site Visit must demonstrate the offeror’s ability to meet the Government’s requirements as set forth in the solicitation. Failure to provide information as requested in any of the technical factors identified may be considered a “no response” and may not be ratable or may warrant a

“Poor” rating for the applicable factor, sub-factor, element or sub-element.

B. Firms should prepare proposals and address elements in the same order as presented in the solicitation to facilitate the Government’s review and evaluation of your proposal. Continuation sheets shall clearly identify the solicitation number and the offeror’s name on each page.

**C. The complete technical proposal will be comprised of the following components:**

- 1. Written Technical Proposal**
- 2. Formal Oral Presentation**
- 3. Structured Plant Site Visit**

**III. FORMAL ORAL PRESENTATION/STRUCTURED PLANT SITE VISIT**

A. What is a “Formal Oral Presentation/Structured Plant Site Visit”?

1. A Formal Oral Presentation/Structured Plant Site Visit is a technique, which provides offeror's with an opportunity to present information through verbal means as a substitute for information traditionally provided in written form under the cover of the offeror’s proposal. The Formal Oral Presentation /Structured Plant Site Visit is NOT a mere restatement or replication of the written proposal information but IS IN LIEU OF IT. The purpose of using the Formal Oral Presentation/Structured Plant Site Visit technique is to eliminate, or greatly reduce, the need for written material, where information can be conveyed in a more meaningful and efficient way through verbal means.

2. One of the benefits of the Formal Oral Presentation/Structured Plant Site Visit is that it permits the evaluators to receive information as to the capability of the offeror, generally demonstrating its understanding of the work. It also allows the evaluators to view the offeror’s facility(ies) and business operations, allowing the offeror and key members of the offeror’s team to describe how the work will be performed while the evaluators observe the offeror’s team that will actually perform the work.

3. The site visit portion also allows the evaluators to verify what is presented in the more formal oral and written presentations.

**IV. INSTRUCTIONS FOR FORMAL ORAL PRESENTATION/STRUCTURED PLANT SITE VISIT**

A. A portion of the Technical Proposal will be submitted to the Technical Evaluation Panel (TEP) via a Formal Oral Presentation/Structured Plant Site Visit. The order in which Formal Oral Presentation/Structured Plant Site Visit occur will be randomly selected, with adjustments to facilitate Government travel plans, if appropriate. The Formal Oral Presentation/Structured Plant Site Visit will be conducted at the offeror’s location of business. The date of the Formal Oral Presentation/Structured

Plant Site Visit will be confirmed within five (5) working days after the solicitation closing. **Offerors are requested to indicate in the written technical proposal what days would not be convenient for an oral presentation. All attempts will be made to accommodate such scheduling conflicts.** Once the date for the Formal Oral Presentation/Structured Plant Site Visit is set requests for changes of the date **will not** be entertained. It is anticipated that the Formal Oral Presentation/Structured Plant Site Visit will begin approximately 10 working days after solicitation closing.

B. The Formal Oral Presentation/Structured Plant Site Visit will be conducted in two (2) parts. The first part will be a “formal” oral presentation made only by key members of the offeror’s company, including any partner(s) who will be directly involved in successful performance of the resultant contract. The second part will be a “structured” tour of your facility where you will be asked various questions regarding your facility and its day to day operation. At least one key member of your company should be in attendance throughout the entire tour. The topics to be discussed have been highlighted in the “Submission Requirements” section of this solicitation. You should assure those personnel capable of answering questions and/or demonstrating methods, systems etc. used in your day to day operations are available.

C. Offerors will be required to record the “Formal” portions of the Oral Presentation, as it is presented to the Technical Evaluation Panel, on VHS-format videotape. Offerors will be required to submit a copy of the recording to the Contracting Officer within 48 hours of the Oral Presentation. The VHS Tape is to be sent to:

Defense Supply Center Philadelphia  
Directorate of Subsistence  
700 Robbins Avenue  
Philadelphia, PA 19111-5092  
Attn.: Karen Aquino (215) 737-2928  
DSCP-HFVS  
Solicitation No. SP0300-02-R-4038

It should be noted that the awardee’s Formal Oral Presentation/Structured Plant Site Visit may be used for future training sessions.

D. Note that the DSCP Technical Evaluation Panel may audio tape both parts of the Formal Oral Presentation/Structured Plant Site Visit for their immediate references.

E. Offerors will be allotted no more than 2 hours for the formal oral presentation (Note: there will only be one (1) Formal Oral Presentation per submission; i.e. if there is any type of joint venture or partnership only one (1) “Formal” Oral Presentation at the 2 hour limit will be permitted. Information to be presented at the Formal Oral Presentation will be on the following technical factors.

1. Corporate Experience/Past Performance
2. Distribution System/Quality Assurance
3. Customer Support

The Structured Plant Site Visit will be conducted at each facility to be used in the performance of any resulting contracts. A list of all facilities from which product will be shipped must be included in the written proposal.

F. The Technical Evaluation Panel **WILL NOT** ask any questions during the “Formal” portion of the presentation, nor will any questions from the presenters be allowed. There will be a break of approximately 20 minutes at the end of the first hour, then a 30-60 minute break at the end of the second hour (probably will include a working lunch). The panel will reconvene for a Q & A session that will be video taped. At that time the technical evaluation panel and a key member of the facility will reconvene and begin the “Structured” Plant Site Visit portion of the presentation. A Q & A period will follow the plant visit if required. The panel may ask questions during the plant visit if necessary. During the Question and Answer period, the Technical Evaluation Panel will ask for any clarifications to any part of the offeror’s presentation. The offeror **WILL NOT** be permitted to ask questions of the panel other than to elicit a better understanding of the Technical Panel’s question. Neither the Formal Oral Presentation/Structured Plant Site Visit, nor the Question and Answer session will constitute discussions as defined in FAR 15.306 (d).

**NOTE:** The Technical Evaluation Panel may take pictures during the site visit. The offeror will refrain from the use of picture taking while the site visit is being conducted.

G. Any briefing charts to be used during the presentations will become part of the official record and **must be submitted by the date and time specified for the receipt of proposals.** Briefing charts received after this date and time are subject to the provisions of FAR 52.212-1(f) “Late Submissions, Modifications, Revisions, and Withdrawals of Offerors”. If briefing charts are not submitted by the date and time specified, then the firm waives its right to use any charts during its Presentation. **NO HANDOUTS WILL BE ACCEPTED BEFORE, DURING, OR AFTER THE FORMAL ORAL PRESENTATION UNLESS COPIES OF THE HANDOUTS ARE PROVIDED WITH YOUR WRITTEN PROPOSAL.** The briefing charts may not be altered between the time of the closing and the presentation. Any changes to any briefing chart may result in a score of “Poor” for the factor to which the chart applied.

H. No pricing information shall be included in the Presentation.

I. Formal Oral Presentations will begin at approximately 9:00 am. If the offeror has not completed its presentation after 1 hour and 45 minutes, a 15-minute warning will be given. At the end of the 2 hours, the offeror will be instructed to end its presentation and the recording equipment will be turned off. Any briefing charts that have not been presented within the 2-hour presentation ***will not be considered*** as part of the proposal and will not be evaluated.

J. The Structured Plant Site Visit will be conducted following the Formal Oral Presentation.

K. The offeror is required to submit **detailed directions/maps** to their facility from the closest major airport at time of closing of offers. If offeror will be utilizing warehouses/facilities

that are in addition, or separate from their primary place of business, then separate directions must be submitted for that location. It is also requested that offerors send recommendations and directions to lodging, convenient to your warehouse/facilities to accommodate Technical Evaluation Panel members.

L. DSCP reserves the right to request all, or parts of the Technical Proposal which was not initially requested, to be submitted in writing. Offerors will be given five (5) working days to document their proposal in writing.

V. **THE FOLLOWING INFORMATION MUST BE SUBMITTED IN WRITING:**

1. SF 1449 [Page 1 of solicitation] and any subsequent amendments to solicitation with original signatures
2. Certifications and Representations (All clauses that require a response must be returned);
3. List of references and contracts referenced in Section I., A. & B of the Corporate Experience/Past Performance Evaluation Factor;
4. Written Technical Proposal
5. Signed DLA MBAs which are currently in place referenced in Section VI., DLA MBA Program Evaluation Factor.
6. Subcontracting Plan (if applicable); Note: This is required for those offerors who are are large business concerns.
7. BRIEFING CHARTS (with name and title of presenters)

VI. **VOLUME II, BUSINESS PROPOSAL**

A. The offeror is required to furnish limited pricing information as outlined in the solicitation section entitled **Submission Requirements**.

B. To be acceptable, the firm's business proposal must be complete, realistic, and reasonable.

Proposals that are unrealistic in terms of technical or schedule commitments, or unrealistically low in price, will be considered indicative of a lack of understanding of the solicitation requirements.

(i) Unless otherwise stated, the technical proposal and business proposal must both be submitted by the date and time specified for the receipt of proposals on page 3 of the solicitation, or as amended, if applicable.

(ii) A **SIGNED** and **COMPLETED SOLICITATION** must accompany the technical and business proposals in its entirety, as well as any amendments, if applicable. Make sure all clauses that require a response are completed. Offerors may retain all attachments except the attachment containing your Corporate Experience/Past Performance.

**FAILURE TO PROVIDE THE THREE (3) COMPONENTS OF THE TECHNICAL PROPOSAL AND YOUR BUSINESS PROPOSAL MAY RENDER THE PROPOSAL UNACCEPTABLE AND MAY LEAD TO A REJECTION OF THE OFFER.**

**I. SUBMISSION REQUIREMENTS**  
**TECHNICAL PROPOSAL - PART I**

Note: The information, which must be submitted in writing as part of the written technical proposal, will state “written” above the paragraph. Likewise, information that must be submitted orally and information to be supplied during the site visit will be identified. **Factors (I, II and III) are of equal importance and the sub-factors within each factor, are in descending order of importance.**

The information for Factor I, Corporate Experience/Past Performance, is to be annotated on the form entitled “Corporate Experience/Past Performance” unless otherwise noted. **DO NOT CHANGE THIS FORM. IF ADDITIONAL SPACE IS NEEDED, YOU MAY ATTACH A CONTINUATION SHEET TO THE FORM.**

**FACTOR I**

**CORPORATE EXPERIENCE/PAST PERFORMANCE**

*Note:*

Offerors that are proposing a joint venture, partnership, or a teaming approach should provide experience and past performance information for the offering joint venture, partnership, or team. You should also provide information on each team member or party to the joint venture or partnership (i.e. when each of these entities acted alone or as members of other teams/joint ventures). However, the most relevant experience and past performance data, and that which will receive the most credit, is the information directly related to the offering entity that will perform essential functions of the contract.

Written

1. Provide your Corporate Experience and Past Performance information, as requested, on the attached form. In the Past Performance section, provide, as a minimum, your **five (5)** highest dollar value contracts over the last three (3) years. If you have government contracts that are not included with the five highest dollar value contracts, then use blocks entitled “Account 4” and “Account 5” for your government contracts regardless of their dollar value. The offeror should also use the attached form to submit information regarding its socioeconomic accomplishments and performance in carrying out Mentoring Business Agreement (MBA) proposals as part of its past performance information for any contracts referenced.

2. Identify the key personnel, or caliber of personnel to be assigned to the **day to day** management of the Prime Vendor Program. This may be done by submitting a short summary identifying each person to be assigned to this endeavor and listing their years of experience in food distribution or identifying the caliber of personnel you expect to assign to this endeavor. This information will not be rated within the Technical Proposal, however, the information provided will be used to substantiate your company’s experience as a full-line foodservice supplier.

*Note:*

The term Prime Vendor/Regular Dealer on this form refers to those accounts for which your company was the exclusive distributor, or had an agreement in place to provide exclusive support for certain commodities.

*Factor I Corporate Experience/Past Performance contains elements of both business and a technical nature, but will be evaluated by the Business Panel with input from the Technical Panel .Socioeconomic and Mentoring Business Agreement proposals are evaluated and ranked in conjunction with the business proposal.*

## **FACTOR II**

### **DISTRIBUTION SYSTEM/QUALITY ASSURANCE**

**(Sub-factors in descending order of importance)**

#### **A. Distribution and Resources**



#### **SITE VISIT**

1. Provide your firm’s total warehouse capacity (dry, chill and freeze) and your firm’s **OPEN** warehouse capacity (include pick slot and reserve slot) as it relates to the volume of this contract.

Provide your facility's design maximum capacity expressed in annual dollar value. Discuss your capability to ship and receive simultaneously. Discuss and/or demonstrate related temperature and/or humidity controls.

2. As it relates to this contract, be prepared to discuss and/or demonstrate distribution equipment resources (i.e. number and type of trucks, to include lift gates owned/leased, etc.). Include in the discussion if additional equipment/resources would be required to handle the proposed contract. Include lead-time to acquire additional equipment as applicable.

3. It is expected that you will coordinate and develop a delivery route and stop-off sequence as well as a specific delivery time schedule with the FISC/MSC upon receipt of award. Discuss performance methodologies used to ensure on time deliveries. Discuss procedures to be employed to ensure that orders will be filled accurately and completely in order to meet the finalized delivery schedule. Discuss your ability to communicate with trucks en route.

Written

a. In conjunction with the above, the following performance data for the last year to date is requested in writing:

1. % On-time delivery
2. Damage
3. % Mispicks
4. % Short on truck
5. % Returned
6. % Other (explain)

The above data is to be substantiated with actual reports for, as a minimum, the current month.

**B. Location**

Oral

Discuss how the location of your firm's warehouse(s) will enable you to support the customers during normal deliveries, emergencies and quick picks. Your locations should allow for deliveries to the customer's location in the time frames specified by the customer.

**C. Quality Control and Assurance Procedures****SITE VISIT**

1. Discuss the quality control procedures to be used under proposed contract. Include in your discussion procedures used during receipt, storage and out bound movement of product. Include a discussion on your inventory control systems and level of automation. Include in the discussion your reserve inventory and/or let down control procedures and that level of automation. Discuss the inventory rotation methods used by your firm, your monitoring procedures, the methodology followed in identification and correction of discrepancies in inventory management and order preparation. Identify key personnel responsible for ensuring quality procedures are monitored.
2. Provide inventory turnover rate information for overall warehouse, by category, as a minimum, for the last year. Include in the discussion the procedures used to control shelf life and proper shelf life dating for normally inventoried items. Discuss the procedures and methods used to ensure the correct open "Date of Pack" is used on case labels. Discuss what procedures will be used to meet the shelf life requirement of the acquisition.

**D. Recall Procedures**An oval icon containing the word "Oral", indicating that the following procedures are to be discussed orally.  
**Oral**

In addition to the required recall procedures outlined in the Addendum to Clause 52.212-4 "Contract Terms and Conditions – Commercial Items", thoroughly discuss your procedures for notifying the customers and DSCP, of any recalls. Discuss the time frames involved and how recalled products will be identified, both at the customer's facility and in your warehouse. Discuss recalls of differing types and how they are handled.

**E. Inspection and Sanitation Procedures****SITE VISIT**

1. The offeror must thoroughly discuss the inspection procedures employed to guarantee the movement of quality products. Include the frequency, type, and amount of inspection; product characteristics to be inspected (include standards used to inspect, e.g. temperatures); criteria for approving and rejecting products; criteria for removal of product from inventory; record for documenting inspection results; and the method for identifying the inspection status of approved and rejected product.
2. During the plant site visit you will be asked to describe the Sanitary Control Procedures and Stored Products Pest Management Program used by your firm to ensure that sanitation and

warehousing practices are in accordance with acceptable industry standards. Include in the discussion (for both Sanitation and Pest Management) a description of your in-house program, scheduling of duties and inspection certification. For Contract Services/third party audits include the frequency of service, service provided and monitoring procedures. Be prepared to furnish copies of your most recent inspection reports for your firm. If your offer is a partnership or a teaming effort, you will be asked to furnish recent sanitary inspection reports for all parties involved, at each individual site.

**F. Supplier Selection Program**

Oral

Discuss your firm's policies, procedures, and criteria used for selecting quality suppliers and the processes used by your firm to purchase products of consistent high quality with minimum variation on product appearance, grade, yield, taste, texture. Include how potential suppliers are evaluated, what criteria are used, how the results of the evaluation are documented, and if suppliers are evaluated differently. Is the evaluation process formal or informal. Discuss the methods used by your firm to ensure that standardized product quality will be maintained when products are acquired from various suppliers. **Note:** You are still required to supply this information even if the function is performed at the corporate level

**FACTOR III**

**CUSTOMER SUPPORT**

**(Sub-factors in descending order of importance)**

**A. Customer Service Approach**

Oral

1. Explain your customer service strategy for this acquisition. Explain your company's customer service function and focus. Does your firm chart your companies' customer satisfaction? If so, how?
2. Offeror must submit proposed order fill rates that demonstrate their capability to meet the proposed contract ordering and delivery requirements. Offeror's proposed fill rates will be calculated as demonstrated on Page 34.
3. Describe how a not-in-stock situation will be remedied. Stress time frames in which the NIS items will be identified to the customers prior to delivery in order that a substitute item may be

ordered. The solicitation requires the Prime Vendor to advise customers no later than 12 noon on the day after the order is placed of the non-availability of any item and any recommendation for substitution. Also, discuss your process and methods of advising customers of manufacturer's backorders (i.e. long term product non-availability).

4. Explain how your customer service representative will ensure that all the customers needs are accommodated. Also, indicate the number of sales visits planned, and what value added services the sales representative will perform. Discuss the procedures (and authority if applicable) followed by the customer service representative regarding the identification and correction of discrepancies and the resolution of customer complaints at the customers level (i.e. not in-house quality control).
5. Discuss your process on how the orders will be pulled from the mailbox and received into your automated system. Include frequency and time line for both processes.

Written

6. Electronic ordering is an integral part of our program. Discuss how deviations from the electronic order, such as add-ons, and cancellations will be handled and any charges associated, if applicable. Include the time lines in which deviation to orders and cancellations will be accepted.
7. Discuss your plans to handle emergency orders over and above those required by this solicitation. Include not only how you will handle the orders, but also what you will actually consider an emergency. Indicate your response time to deliver the emergency order.
8. If awarded this contract you are required to break cases of spices. In addition to spices, discuss your firm's policy on breaking cases of other products, including the number or type of items for which this can be done. Also, indicate any fees for breaking cases.
9. It is the Governments goal to strive for continuous improvement in the quality of DSCP's process, products and service to our customers. DSCP works towards achieving continuous improvement to keep our customer satisfied. Your firm's range of services may span many areas outside the minimum requirements of the Government and in particular this solicitation. You may describe how your firm might assist the DSCP in the above area. Your response will be reviewed and may be considered an enhancement to your overall proposal.

**B. Surge/Mobilization/Readiness**

Oral

1. *SURGE* – Discuss in detail your ability to react to surge demands that may occur, or experience in supporting surge demands that may have occurred, as a result of the increase in troop strength. Thoroughly describe the ability of your firm to increase capacity output, including the magnitude and duration of the output, as well as the time frames for the increased capacity to be achieved. If surge demands should exceed the offeror's current capability to meet these demands, discuss capability to obtain additional resources, i.e. warehouse space, distribution equipment, personnel, etc. Discuss plans to replenish inventory under emergency situations; discuss sources and time frames.

**Oral**

2. *MOBILIZATION* – Describe your ability to respond to full-scale military mobilization wherein consumption may double or triple for a protracted period of time during a period of national emergency or mobilization. The offeror must demonstrate its ability to handle a longer-term requirement with significant increase in quantity. The offeror must state the level of increase (percentage) that can be reached, the time required to attain the increase, and the length of time the enhanced requirements can be sustained.

**Written**

3. *SURGE/MOBILIZATION/READINESS PLAN* - The offeror must submit a readiness plan indicating how increased requirements will be supported with additional suppliers, subcontractors, warehousing, etc., which may become involved in supporting this effort.

**C. Ordering System**

**Written**

1. It is a requirement of the solicitation that the Prime Vendor be required to interface with the Government's established translation package, STORES, and support the Electronic Data Interchange transaction sets listed in the solicitation. You are required to submit a maximum of five (5) company names, P.O.C. and telephone numbers that your firm is currently supporting/servicing through electronic data interchange.
2. It is a requirement that your firm be able to produce the management reports as indicated in the solicitation. You may state whether your firm can supply any additional reports that are not listed in the solicitation that may benefit the Government. This information will be reviewed and may be considered as an enhancement to your overall proposal.

**D. Product Availability/Technical Descriptions****Oral**

1. The most current item catalog in use for the customers under this solicitation can be found as an attachment to this solicitation. You are expected to provide all of the items, or their equivalent. If you are able or unable to supply any of these items so state. Your inability to furnish all items may affect your overall rating. As stated in the Statement of Work, you are required to ensure that only products that comply with the Berry Amendment will be shipped to the customers. Be prepared to discuss and/or demonstrate what procedure your firm will put in place to ensure adherence to this requirement (for cataloged items and possible substitute items).

NOTE: If you state you will be able to supply all items, it is expected that any item not currently in your inventory at the time of the award that is requested by one of our customers during the Post Award cataloging process will be readily available for issue upon the “first order”.

**Written**

2. For all items in the “Market Basket” that are an identical match, you must so state. If a product you priced in the “Market Basket” of items in your business proposal is not an “identical match” (*excluding pack size changes*) to the item we requested, you must provide the product technical description (specification) of the item you are offering. The technical description must contain sufficient detail to determine the product’s salient characteristics for comparison to that solicited in the schedule of items. Offeror shall label the technical description with the market basket item number and its corresponding NSN/LSN, for identification purposes. “Pack size changes” must be identified for customer acceptance and price evaluation purposes only.

**Note:**

*Meat items that are considered an “identical match” shall meet all the general and detailed requirements of the NAMPS Meat Buyers Guide (i.e. Purchaser Specified Options [PSO]). Fat limitations – unless otherwise specified the maximum average fat thickness shall be 0.25 inch and trim, weight and thickness tolerances, and the specified Quality Grade. Reference NAMPS/IMPS and grade standards for commercial use.*

*Subsequent to contract award, DSCP may request copies of any of the contractor’s descriptions in order to conduct product quality evaluations. These evaluations will be conducted at customer locations for the purpose of verifying whether the product quality*

*and characteristics meet or exceed the specified criteria and that the products are suitable for the Food Service operation.*

**Oral**

3. Discuss your product availability, number of food line items, your product mix (i.e. national brand vs. private label) and dietary, nutritional supplements and individual portion items.

**Written**

4. You are required, as stated in the Statement of Work, under "New Items", to bring in new items within 30 days, excluding Government processing time, if movement of the new item is 20 cases or more per month. If your firm can exceed this requirement you should so state. This enhancement will be considered in your overall evaluation. Discuss the time line to bring in new items for both a current supplier and a new supplier.

*THE GOVERNMENT RESERVES THE RIGHT TO VERIFY ALL ASPECTS OF AN OFFEROR'S TECHNICAL AND BUSINESS PROPOSALS.*

**NOTE: SITE VISIT PRESENTATION**

Because your Site Visit Presentation will be rated separately from the formal oral presentation and written presentation, you are reminded to make sure that personnel capable of addressing various aspects of the site visit be available to the Technical Panel. Please be prepared to discuss and/or demonstrate, in the detail required in "Submission Requirements", those factors identified by "SITE VISIT".

A checklist is attached (Attachment 9) to this solicitation to aid you in this area.

**Remember that each part of your Technical Proposal (Written, Oral, Site Visit) will be rated separately. Information should be presented separately as requested. Repeating the same information in multiple formats will make your proposal difficult to evaluate and will not enhance your rating.**

**NOTE: The Government reserves the right to make an award without discussions. Your best efforts should, therefore, be placed on your offer as originally submitted.**

**J. SUBMISSION REQUIREMENTS**  
**BUSINESS PROPOSAL - PART II**

THIS PORTION MUST BE SUBMITTED IN WRITING

**I. AGGREGATE PRICING**

1. An evaluation will be made against items selected from the highest usage items and general food supplies provided by the customers supported under this solicitation, as well as items listed under the Basic Daily Food Allowance (BDFA) listing. Estimated annual quantities for the items selected are indicated next to each item and are for information and evaluation purposes only. The items will be weighted against the estimated yearly requirements of the ordering activities and evaluated for the lowest overall aggregate cost to the Government. A separate evaluation will be made of the offeror's distribution pricing, using the same market basket of items.

2. Offerors are to submit the most current unit prices for each of these items. This unit price must be in a format that shows the delivered price and the distribution price as separate entries, then totaled. For example, if the delivered price is \$2.00 and the distribution price is \$ .50, pricing should be formulated as follows:

$$\text{\$ } 2.00 + \text{\$ } .50 = \text{\$ } 2.50$$

***Do Not Submit only the Unit Price; the two- (2) elements must be shown separately as two separate evaluations are being performed.***

**Do not deduct any NAPA allowances from the delivered price on your business proposal.**

3. **Prices must not extend more than two [2] places to the right of the decimal point.** Standard rounding methods should be observed. For example, a delivered price of \$4.578 plus a distribution price of \$.232 should be rounded to \$4.58 plus \$.23.

4. If an offeror carries a variety of brands for the same item, the price submitted shall be for the lowest price, technically acceptable, item that meets the Government's requirements.

5. **ALL Offered Delivered Prices Must Be Substantiated With A Copy Of The Manufacturer's Invoice for each item in the Schedule of Items.** The invoices should reflect the prices effective within two (2) weeks prior to closing. **IF AN INVOICE IS NOT AVAILABLE FOR THAT WEEK, THE MOST RECENT INVOICES SHALL BE SUBMITTED.** For evaluation purposes only, the offeror is required to submit pricing for Market Basket Items that will meet the government's minimum requirement.

6. Offerors are required to complete and submit the Prime Vendor market basket of scheduled items, distribution categories and option year pricing.

7. For evaluation purposes of the market basket of items, distribution prices shall correspond to the unit of issue for each product, e.g. if the offered product is issued on a "per pound" basis, the distribution price shall be "per pound".

8. Option year prices must be submitted as a percentage (increase or decrease, e.g. +/-0.25%) from the base year.

## **II. DISTRIBUTION PRICES**

1. Firms shall offer a distribution price for each category of items. *The distribution price must be offered as a dollar/cents amount.* Distribution prices offered as a percentage of the delivered price **are not acceptable.** The distribution price shall represent the amount to be added to the actual invoice price paid by the prime vendor for each food and beverage product to the manufacturer or supplier.

2. Offerors are strongly urged to use the Government's Category List as outlined in paragraph E of the section entitled "Supplies/Services and Prices" when submitting their Distribution Prices. However, offerors may submit their own food and beverage category listing on which distribution prices are based, subject to the restrictions as outlined in the above listed section. As stated previously, there is a fifty- [50] category limit.

3. For Distribution Price Category Listing, prices are to be offered in the same manner in which you sell the product. For example, if you sell a product by the case, then the distribution price will be by the case. Whereas, if you sell the product by the pound or by the each, the distribution price would be listed accordingly. The distribution prices must be stated in a dollar amount, with not more than two places to the right of the decimal point.

4. The distribution prices shall remain constant for the complete term of the contract. More precisely, the distribution prices can only be changed at the beginning of any subsequent option year provided that was spelled out and evaluated in the original award determination.

## **III. PRODUCT LISTING**

The offeror shall submit one (1) copy of its complete product listing for all food, beverage, and related non-food items as part of the Business Proposal.

#### **IV. PROCUREMENT PRICING PLAN**

##### **1. Procurement Pricing Procedures**

The information requested below will not be rated but will be used in conjunction with your business proposal to substantiate how pricing was developed.

- a. This is a procurement for commercial products and it is expected that your procurement pricing procedures are in accordance with established commercial practices. Therefore, the offeror should ***BRIEFLY*** describe how unit prices are formulated and discuss the variable that may affect the price. ***BRIEFLY*** include the methodology used to “cost” products for items acquired from any divisions, subsidiary, or affiliates. Explain how the cost to your firm is converted to the delivered price (e.g. average monthly costs, LIFO or FIFO, last invoice methods, etc.).
- b. ***BRIEFLY*** describe the purchasing methods utilized and how they take advantage of price discounts given for quantity purchases, sales and other types of special arrangements made for preferred customers. Describe how market pricing, commercial catalog pricing and competitive purchasing are utilized in your purchasing procedures. State whether qualities of volume price discounts offered are based on anticipated sales volume under this contract or the total sales volume for the company. Pricing of inventory adjustments, including breakage or spoilage shall be provided.

##### **2. Rebate Policy/Discounts/Allowances**

**The information requested below will not be rated but must be addressed in your business proposal in order to establish a level of confidence that your firm has the capability of meeting the requirements of the solicitation.**

The offeror shall ***BRIEFLY*** address how rebates, discounts and allowances as a result of manufacturer or broker’s specials, other than the NAPA Program or Food Shows, are to be returned to the Government. Describe the process for tracking and reporting of rebates, discounts and allowances, method of return (i.e. lump-sum reimbursement, deviated pricing) and overall management of the program. The offeror will provide a description of those rebates and discounts meeting the requirements herein.

#### **V. PRIME VENDOR SCHEDULE OF ITEMS**

1. Delivered prices for the following items should be based on the average delivered price (“landed cost”) during the full week (Monday through Friday) two weeks prior to the closing date of this solicitation. If no price is available for that particular week, the delivered cost used shall be based on the last available price

prior to the time specified above. If the price used is not based on pricing for the period two weeks before the closing of this solicitation, your price should include the date of acquisition.

**THE PRIME VENDOR SCHEDULE OF ITEMS IS LISTED ON PAGES 109 THROUGH 126. YOUR MOST CURRENT SUPPLIER INVOICE FOR THESE ITEMS MUST BE SUBMITTED WITH YOUR OFFER. PLEASE REFER BACK TO PARAGRAPH XVIII ,A. (PAGE 21).**

**NOTE: OFFEROR MUST INCLUDE A BOTTOM LINE \$ FIGURE FOR THE BASE YEAR AND EACH OPTION YEAR.**

The distribution prices for the option years are calculated as a percentage increase or decrease from the base year distribution price as applied to the previous years distribution prices. Therefore, if your percentage change is the same for each option year, the dollar value of the change will remain a constant change over the option year periods. For example: Base year distribution price of \$1.00, with a 5% increase per option year would yield a \$0.05 increase each option year. Base is \$1.00, Option Year 1 is \$1.05, Option Year 2 is \$1.10, Option Year 3 is \$1.15, and Option Year 4 is \$1.20. Likewise, if you offer a different percentage each year, each year will be calculated as a percentage of the base year. Your offer will be evaluated using this method in determining your overall aggregate total price for the base year and all option years.

**VI. OPTION PRICING**

**FAILURE TO INDICATE ACCEPTANCE OF THE OPTION BY ANNOTATING THE OFFEROR’S YEARLY OPTION PERCENTAGE CHANGE MAY BE DEEMED AS NON-ACCEPTANCE OF THE OPTION AND MAY RESULT IN REJECTION OF THE OFFEROR’S ENTIRE PROPOSAL.**

Offerors are required to stipulate their distribution price rate of change for all items for the four option years, in the event the option years are invoked.

OPTION YEAR ONE: \_\_\_\_\_

OPTION YEAR TWO: \_\_\_\_\_

OPTION YEAR THREE: \_\_\_\_\_

OPTION YEAR FOUR: \_\_\_\_\_

**VII. PLACE OF PERFORMANCE**

(a) The offeror must stipulate information pertinent to the place of performance. **Failure to furnish this information with the offer may result in rejection of the offer.**

(b) No change in the places(s) of performance shall be permitted between the opening/closing date of the offer and the award except where time permits and then only upon receipt of the Contracting Officer’s written approval.

(c) Any change in the place(s) of performance cited in this offer and in any resulting contract is prohibited unless it is specifically approved in advance by the Contracting Officer.

(d) The offeror in the performance of any contract resulting from this solicitation, ( ) **intends**, ( ) **does not intend** (check applicable block) to use one or more plants or facilities located at a different address from the address of the offeror as indicated in this proposal or quotation.

(e) If the offeror checks “intends” in paragraph (a) above, it shall insert in the spaces provided below the required information:

Place of Performance  
(Street, Address, City,  
County, State, Zip Code)

Name and Address of Owner  
and Operator of the Plant  
or Facility if other than  
Offeror or Quoter

_____	_____
_____	_____
_____	_____

**VIII. SOCIOECONOMIC CONSIDERATIONS**

**Note: Factors XIII and IX will be “ranked” not “rated” as other factors**

*Under socioeconomic considerations (and subsequent management reports), offerors are to submit figures based on direct subcontracts for items that would be supplied under contract. **No indirect costs for equipment or services are to be included.***

*Both large and small business offerors must indicate what portion of the proposal will be subcontracted to Small Business (SB), Small Disadvantaged Business (SDB), Women-Owned Small Business (WOSB), Hub Zone Small Business (HZSB), and Veteran Owned Small Business(VOSB) (includes Service-Disabled Veteran Owned Small Business) concerns in terms of percentages and total dollars. The percentage shall be formulated using the total to be subcontracted as the divisor. The offeror must describe the proposed extent of SB, SDB, WOSB, HZSB, and VOSB concerns participation in the performance of this contract at the contractor, subcontractor, and product supplier levels. These figures shall pertain to the proposed acquisition only. These figures shall represent what percentage/dollar value of products to be supplied under this contract will be provided by a SB, SDB, WOSB, HZSB, VOSB manufacturer or distributor. A goal for the Prime Vendor may be to obtain at least 30% of the supplies for the proposed contract from SB firms and 5% from SDB firms, 5% from WOSB firms, 2% HUB Zone Small Business and 3% for Veterans Owned Small Business Concerns.*

**Written**

1. The offeror shall describe the proposed extent of SB, SDB, WOSB, and HZSB participation in the performance of the contract at the contractor and subcontractor level. In addition, firms shall also state whether they are a large or small foodservice distributor. A small firm is defined as having less than 500 employees and must not be a subsidiary or division of a large company/corporation.

NAVY SHIPS IN THE EARLE, NJ & NORFOLK, VA . REGION

2. The preferred format for submission of socioeconomic data is as follows. Separate subcontracting goals must be submitted for each proposed contract.

	<u>DOLLAR</u>	<u>PERCENT</u>
1. Total Contract Price	_____	_____
2. Total to be subcontracted:	_____	_____
a. To Large Business	_____	_____
b. To Small Business	_____	_____
1. Veteran Owned SB*	_____	_____
2. To Hub Zone SB	_____	_____
3. To SDB	_____	_____
4. To WOSB	_____	_____

\* Includes Service-Disabled Veteran Owned SB

**Note:**

When calculating socioeconomic goals, for socioeconomic goals, the business size of the manufacturer is to be considered, not the business size of the broker/agent that may have supplied the product to the distributor.

If the offeror is a Small, Veteran Owned Small Business, Small Disadvantaged Business, Women-Owned Small Business, or HUB Zone Small Business, the offeror may NOT include its “cost of doing business” as part of the subcontracting goals proposed for this acquisition.

Offerors who are Small Business will receive additional credit under this factor for evaluation purposes.

Performance on prior contracts in subcontracting with and assisting Small, Veteran Owned Small Business, Small Disadvantaged, Women-Owned Small Business, and Hub Zone Small Business will be part of past performance evaluation.

### 3. Organizational Efforts

a. The offeror shall discuss the efforts it will make to ensure that SB, SDB, WOSB, HZSB, concerns will have an equitable opportunity to compete for subcontracts or as product suppliers on this acquisition.

b. The offeror shall discuss its willingness and any plans it has to develop additional opportunities for SB, SDB, WOSB, and HZSB concerns. The offeror must furthermore identify the employee(s) responsible for ensuring that an equitable opportunity is afforded to the SB, SDB, WOSB, HZSB, and VOSB firms to compete for contracts or supplier selection.

c. The offeror must indicate what percentage of its available subcontracting (or supplier utilization) dollars is allocated to small business concerns. Included in this percentage range is an estimated total subcontracting allocation Veteran Owned Small Business, Small Disadvantaged Business, Women-Owned Small Business and Hub Zone Small Business concerns..

d. The offeror shall be required to cooperate in studies or surveys in order to allow the Government to determine the extent of subcontracting opportunities identified for this acquisition.

e. The offeror is to demonstrate a knowledge of, and more preferably a working relationship with local, state, and/or federal organizations whose mission it is to promote Small Business, Veteran Owned Small Business, Small Disadvantaged Business, Women Owned Small Business and Hub Zone Small Business concerns.

*Note:*

*Large business offerors are required to submit the Small, Small Disadvantaged Women-Owned Small Business Veteran Owned Small Business, Hub Zone Small Business subcontracting plan information as required by Clause 52.219-9 "Small Business Subcontracting Plan" in addition to the information that is a requirement of this section of the proposal. The subcontracting plan required by the FAR clause can incorporate all costs, direct and indirect, associated with this proposal. If an individual contract subcontracting plan is submitted, the plan must contain separate Small, Small Disadvantaged, Women-Owned Small Business, Hub Zone Small business, and Veteran-Owned Small Business subcontracting percentages and dollar levels for the base year as well as each option year.*

### **IX. DLA MENTORING BUSINESS AGREEMENT (MBA)**

*Note: Factors XIII and IX will be "ranked" not "rated" as other factors*

1. The DLA MBA Program was designed for prime contractors to provide developmental assistance to small business, small disadvantaged business, and women-owned small business,

HUB Zone small business, veteran owned small business (includes service-disabled veteran owned small business) concerns for value-added services and/or products. Prime contractors may also mentor Javits-Wagner-O'Day (JWOD) qualified nonprofit agencies for the blind and other severely disabled that have been approved by the Committee for Purchase from People Who Are Blind or Severely Disabled under the JWOD Act.

2. DLA MBA's encourage participation and growth opportunities for small, small disadvantaged, women-owned small business HUB Zone small business, veteran owned small business concerns or JWOD workshop that will participate in carrying out the requirements of the prime contract. *The opportunities must constitute real business growth, which is measurable and meaningful.*

3. An MBA shall be a written agreement between the prime contractor and the small, small disadvantaged, women-owned small business, HUB Zone small business, veteran owned small business and /or JWOD entity involved. Mentor will be required to submit periodic progress reports on their agreements. An MBA shall include, at a minimum, the following elements:

Written

**a. Participants**

Cite the criteria in selecting a firm or firms with whom to mentor. In addition, include the following information with all submissions:

- 1) Name, address, and plant location for contract holder and potential SB, VSOB, SDB, WOSB, HZSB or JWOD participants(s).
- 2) Point of Contact, job title, and phone number of all personnel involved in the development and oversight of any agreement from both parties.
- 3) The number of people employed by the SB, SDB, WOSB, VOSB, HZSM or JWOD entity. If the firm is in the service sector, specify its annual average gross revenue for the last three (3) fiscal years.

**b. Agreement Type**

- 1) Describe the type of agreement executed by the contract holder and the small business, small disadvantaged business, women-owned small business or JWOD entity. The agreement should state the benefits of the plan for both parties. The Contracting Officer will review the plan to ensure that the agreement

will not jeopardize future contract performance. The agreements should clearly define the roles and responsibilities of each party. Plans that identify new business ventures rather than expansion of existing agreements are preferred.

- 2) DLA MBA Agreements shall specifically identify the areas of developmental assistance (i.e. management/technical) that will be provided. The offeror should provide a discussion of the areas chosen for development/enhancement. Describe the scope of the plan, i.e. whether the plan will be specifically related to the requirements contained in the solicitation or will the plan cover other government and commercial customers.
- 3) Offerors shall identify and describe the management control techniques that would be used to insure that contract requirements are met. This should include the record keeping and communication techniques and the methods to be used to control and track performance.

#### **c. Measurements and Reporting**

- 1) Provide milestones for program implementation.
- 2) Discuss and describe the measurements/yardsticks that will be utilized to determine if program objectives and goals have been met. Projections of successful program measurements should result in:
  - a) An increase in the dollar value of subcontracts awarded to SB/SDB/WOSB/VOSB/HZSB and JWOD workshops under DLA contracts.
  - b) An improvement in the level of participation in DoD, other federal agencies and commercial contracting opportunities.
- 3) Mentors will be required to submit periodic progress reports on their agreements.
- 4) Copies of signed MBA's that are currently in place (and will apply to proposed contract) are required to be submitted.

**K. EVALUATION FACTORS FOR AWARD - GENERAL**

A. The Government will award a contract resulting from this solicitation to the responsible offeror whose offer conforming to the solicitation will be most advantageous to the Government, price and other factors considered. The following factors, each of equal importance, shall be used to evaluate offers:

1. Corporate Experience/Past Performance
2. Distribution System/Quality Assurance
3. Customer Support

Technical proposal is significantly more important than cost or price. However, when proposals become equal in technical merit, the evaluated cost or price becomes more important. As technical merit and the evaluated cost or price become essentially equal, other factors as listed below, may be used as discriminating elements for determining the selection of a source among otherwise substantially equal offers. They are listed in descending order of importance:

1. Small Disadvantaged Business Concerns;
2. Small Business Concerns which are also Women Owned Small Business Concerns;
3. Other Small Business Concerns;
4. Other concerns which are Women Owned Business Concerns

B. **OPTIONS.** The Government will evaluate offers for award purposes by adding the total price for all options to the total price for the basic requirement. The Government may determine that an offer is unacceptable if the option prices are significantly unbalanced. Evaluation of the options shall not obligate the Government to exercise the option(s).

C. A written notice of award or acceptance of an offer, mailed or otherwise furnished to the successful offeror within the time for acceptance specified in the offer, shall result in a binding contract without further action by either party. Before the offer's specified expiration time, the Government may accept an offer (or part of an offer), whether or not there are negotiations after its receipt, unless a written notice of withdrawal is received before award.

D. **Source Selection and Evaluation Procedures**

1. **SUMMARY.** Subsequent to the date specified in the solicitation for receipt of proposals, all timely proposals will undergo a technical and business evaluation as described in paragraph below:

The Contracting Officer may make a competitive range determination based on these evaluations, and submit it to the Source Selection Authority (SSA) for approval. The Government reserves the right to make award based on initial proposals. If award is not made based on initial proposals, written and/or oral discussions will be conducted with all offerors in the competitive range. Final revised offers resulting from discussions will undergo further technical and business evaluations. Finally, a proposal will be selected for award by the SSA, as described in paragraph below.

## 2. EVALUATION PROCESS.

(a) Technical Evaluation Process – Offerors are required to present a portion of the technical information orally and to submit the remainder of the technical proposal in writing, as prescribed in the section of this solicitation entitled Submission Requirements. The Technical Evaluation Panel using the technical factors specified above will evaluate each technical proposal. Proposals so technically deficient as to make them technically unacceptable will be rejected as unacceptable, regardless of the cost or price offered. No discussions will be held with rejected offerors, nor will any rejected offeror be given an opportunity to revise its offer to correct deficiencies in order to become acceptable after the date and time specified for the receipt of offers.

(b) Business Evaluation Process - Each proposal will be evaluated against the requirements of the solicitation. The Government will evaluate limited pricing data with the initial proposals and during discussions, in accordance with FAR 15.4. The Government will evaluate all offeror's proposals to determine cost or price realism. Cost or price realism will demonstrate an offeror's understanding of the requirements of the solicitation. Included in this process is the evaluation of options. The Government will evaluate offeror's pricing on the items selected from the list of items referenced in the Schedule of Items. The estimated quantities shall be multiplied by the unit prices to determine the lowest overall cost to the Government. These figures will be totaled to arrive at an aggregate value. Pricing will be evaluated for all option years in the same manner. A separate evaluation will also be made of the distribution prices provided for the market basket items, in order to determine the distribution price/total price ratio. This ratio reflects the percentage of the total unit price that is representative of the distribution price. This ratio will be calculated for the base year and the four option years. The average of the five ratios will be used for the final analysis. As the difference in the aggregate prices of technically equal offers decrease, the importance of distribution pricing will increase.

Distribution prices that do not relate to the market basket items will be evaluated for fairness and reasonableness.

3. SELECTION PROCESS. The Evaluation Panels will furnish the final technical and business evaluation reports to the Contracting Officer. The Contracting Officer will prepare a written recommendation for award and forward it to the SSA. It is the ultimate decision of the SSA to determine which offeror receives the award.

**L. TECHNICAL PROPOSAL EVALUATION****TECHNICAL PROPOSAL EVALUATION – PART I**

The following evaluation criteria are of equal importance. Each sub-factor is listed in descending order of importance. The Government will make a risk assessment based on information contained in the proposal and other information, which has or may be derived from sources other than the proposal. This risk assessment will be evaluated in the rating for any factors and/or sub-factors that place the Government at risk.

**FACTOR I****CORPORATE EXPERIENCE/PAST PERFORMANCE**

The Government will perform an integrated assessment of the offerors corporate experience and past performance. This assessment will also be performed for any partner that will perform in support of the proposed contract. (Note: Regardless of an offerors years of experience, past performance will carry more weight in an integrated assessment). The Government will evaluate the offeror's experience in fulfilling requirements of similar dollars and volume for other customers in a Prime Vendor/regular dealer capacity, to include Government contracts, if any. This part of the evaluation will be based on the offeror's proposal, as well as any in-house Government records, if applicable.

The Government will evaluate the offeror's record of past performance both as a regular dealer/prime vendor and with Government contracts, if any, to determine whether the firm has a successful history of conforming to contractual requirements or business agreements, a commitment to customer satisfaction, timely delivery of quality products, providing consistently high fill rates, and service.

Offerors will also be evaluated on socioeconomic issues of past and present contracts (both Government and Commercial). Offerors that do not have records of past performance on socioeconomic issues will neither be rated favorably or unfavorably. The forms on Attachment #8 will be evaluated and ranked in conjunction with the business proposal.

The above evaluation will also be performed for any joint venture, partnership, etc. involved in the proposed contract. The Government will assess the prime vendor's, or partners experience on contracts that in whole or when combined with other contracts, replicate the size and complexity of this solicitation. Firms that demonstrate significant experience in the above areas will be rated more favorably than those firms that do not.

When evaluating Past Performance, the offeror's written proposal (Form), Government in-house records and information provided by the points of contact or references designated by the offeror will be taken into account. This agency's personal experience with the offeror (if any) will be considered more significant than information provided by outside references.

The offeror's identification of key personnel, or caliber of personnel who will be key to the **day to day** management and overall success of the Prime Vendor Program will not be rated but considered in the overall evaluation.

## **FACTOR II**

### **DISTRIBUTION SYSTEM/QUALITY ASSURANCE**

*The Sub-factors for Distribution System/Quality Assurance are in descending order of importance as follows:*

#### A. Distribution and Resources

The offeror is capable of supporting the requirements of the customers, to include warehouse and distribution resources, necessary equipment and can fill orders accurately and completely (Fill Rate, NIS items) to meet the delivery schedule. Offeror has the ability to communicate with trucks en route. Offeror has the ability of meeting all delivery time requirements of customers.

#### B. Location

The offerors location as it relates to the support of the customer.

#### C. Quality Control and Assurance Procedures

The offeror's overall quality control and quality assurance procedures to ensure quality products are acquired and supplied

#### D. Recall Procedures

The offeror's recall procedures to include types, methods, timeliness and thoroughness.

#### E. Inspection and Sanitation Procedures

The offeror's overall inspection and sanitation procedures to assure to ensure proper procedures are maintained.

#### F. Supplier Selection Program

The offeror's ability to provide a continual supply of quality products with minimal variation and the methods to ensure that standardized product quality will be maintained.

**FACTOR III****CUSTOMER SUPPORT**

*The Sub-factors for Customer Support are in descending order of importance as follows:*

**A. Customer Service Approach**

The offeror's commitment to customer satisfaction, to include customer service strategy and the role of the customer service representative. In addition, the offeror's ability to adapt to deviations to the electronic ordering system and associated charges; the offeror's response times for handling emergency orders and associated charges. Also the offeror's policy on breaking cases and the offeror's ability to remedy NIS situations and meet the contract ordering and delivery requirements.

**B. Surge/Mobilization/Readiness**

The offeror's ability to support surge requirements, including time frames and overall completeness and ingenuity in a readiness situation.

**C. Ordering System**

The offeror has EDI capability and in addition can produce all required management reports

**D. Product Availability/Technical Description**

The offeror's technical descriptions where applicable.

**Offerors should refer to the submission requirements for Factor II and Factor III when preparing their technical proposal for these factors.**

***COMPETITIVE RANGE DETERMINATION***

If discussions are required, after initial evaluations are completed, the contracting officer will make a competitive range determination. Price and technical considered, only the highest rated offerors will be included in the competitive range. Offerors in the competitive range will be included in discussions. Offerors out of the competitive range will not participate in discussions and will no longer be considered for award. Offerors excluded from the competitive range will be notified in writing. At that time, Pursuant to FAR 15.505 (A) an offeror may request a pre-award or post-award debriefing. If a pre-award debriefing is held only limited information will be releasable. Offerors debriefed after the competitive range determination are not entitled to a second debriefing after the award is made.

**M. BUSINESS PROPOSAL EVALUATION**

*The following evaluation criteria are of equal importance.*

**I. Aggregate Pricing**

The Government will evaluate the offeror's proposed pricing on the items selected from the list of the highest usage items provided by the customers listed in this solicitation, see "Prime Vendor Schedule of Items", pages 109 to 126. The estimated quantities shall be multiplied by the unit prices to determine the lowest overall cost to the Government. These figures will then be totaled to arrive at an estimated aggregate value. Pricing will be evaluated for all option years in the same manner. All five (5) totals will be added together to determine the lowest overall cost to the Government.

**II. Distribution Prices**

The Government will evaluate each offeror's distribution prices by determining an aggregate dollar value. This will be determined by multiplying the distribution prices by the estimated yearly requirements for the items listed in the solicitation. The aggregate dollar value will then be evaluated for reasonableness and overall low cost to the Government. Distribution prices, for all option years that do not relate to the market basket items will be evaluated for fairness and reasonableness. The percentage of distribution fee to total aggregate cost will also be evaluated.

**III. Product Listing**

The offeror's current product listing shall be used for informational purposes and will not be evaluated under the business proposal

**IV. PROCUREMENT PRICING PLAN**

**The sub-factors for Procurement Pricing Plan are of equal importance.** The information requested below will not be rated but will be used in conjunction with your business proposal to substantiate how pricing was developed.

1. Procurement Pricing Procedures

- a. The manner in which prices are formulated will be evaluated. The method used for product costing for items acquired from any divisions, subsidiary, or affiliate will be assessed. The offeror's method for converting its cost to a delivered price will be examined.

- b. The Government will evaluate the offeror's purchasing procedures to assess its effective use of price economies. Purchasing procedures that are indicative of effective buying techniques by utilizing market prices, commercial catalog prices, price competition and volume price discounts etc., will be evaluated.

2. Rebate Policy/Discount/Allowances

- a. The Government will judge the offeror's policies for pursuing, managing and collecting rebates, discounts and allowances.
- b. The offeror must demonstrate an aggressive policy towards returning the monies realized as a result of these savings to the Government.

**V. PRIME VENDOR SCHEDULE OF ITEMS**

Evaluation will be of Prime Vendor's prices for the period two weeks before closing of this solicitation or the most current price with date of acquisition. Evaluations of items will include whether Prime Vendor can provide all items as stated on pages 109 to 126 and Attachment #4.

**VI. OPTION PRICING**

Evaluation will include Prime Vendor's distribution price for the base year and all option years.

**VII. PLACE OF PERFORMANCE**

Failure to furnish this information with the offer may result in rejection of offer.

**VIII. SOCIOECONOMIC CONSIDERATIONS**

**NOTE: For Socioeconomic Considerations under this factor, ONLY PRODUCT RELATED DIRECT COSTS are to be incorporated—NO INDIRECT OR SERVICE RELATED COSTS.**

The Government will evaluate on a comparative basis the offeror's socioeconomic plan to ensure that, to the maximum extent practical, small , small disadvantaged, and women-owned small businesses, HUB Zone small business veteran-owned small business are used as both suppliers and subcontractors in support of the Prime Vendor contract.

The Government will evaluate the participation levels in terms of percentages and dollar values and comparatively assess the goals amongst the offerors. The Government will also perform a risk analysis of the offeror's Socioeconomic goals by evaluating organizational efforts—the measures that the offeror will take to ensure equitable opportunity, and further the opportunities, for small business (SB), small disadvantaged business (SDB) and women-owned small business (WOSB) firms will be evaluated. Their assessment can enhance or detract from the overall factor rating.

Offerors that are small business concerns will receive additional credit under this factor. Attachment #8 for Socioeconomic Considerations will be evaluated and ranked.

Large business concerns must include a Small Business Subcontracting Plan.

**XIX. DLA MENTORING BUSINESS AGREEMENT (MBA)**

The Government will evaluate the offerors response to participating in the DLA MBA Program and its ability to mentor firms. The scope of the plan will also be evaluated. The responses from offerors and the MBA Program will be evaluated on a comparative basis amongst all offerors. The offeror(s) indicating the most comprehensive plan(s) will receive the highest rating; this rating will be further enhanced if the offeror identifies new business ventures rather than expansion of existing agreements. This evaluation will also be used to determine the offerors willingness to assist SB's, SDB's, WOSB's, HZSB, VOSB, and JWOD's concerns in expanding their businesses. Attachment #8 will be evaluated and ranked.

**COMPETITIVE RANGE DETERMINATION**

If discussions are required, after initial evaluations are completed, the contracting officer will make a competitive range determination. Price and technical considered, only the highest rated offerors will be included in the competitive range. Offerors in the competitive range will be included in discussions. Offerors out of the competitive range will not participate in discussions and will no longer be considered for award. Offerors excluded from the competitive range will be notified in writing. At that time, Pursuant to FAR15.505 (A) an offeror may request a pre-award or post-award debriefing. If a pre-award is held only limited information will be releasable. Offerors debriefed after the competitive range determination are not entitled to a second debriefing after award is made.

# PRIME VENDOR SCHEDULE OF ITEMS Solicitation Requirements for

Zone 1 Norfolk, VA

## Top Core Items

**Item 1**  
8905-00-079- 2796  
Unit of Issue: LB

### VENDOR QUESTIONS:

Estimated Requirement quantity: 28,377 Price Based On Invoice (Y/N)? \_\_\_\_\_  
Delivered price per unit: \_\_\_\_\_  
+ Distribution price per unit: \_\_\_\_\_  
Total unit price: \_\_\_\_\_  
Qty X total unit price: \_\_\_\_\_

CHICKEN PARTS, FULLY CKD, BRD,  
fzn, broiler or fryer, drumsticks, thighs, and breast halves, for heating  
in a deep fat fryer, cid a-a-20150, type ii

**Item 2**  
8905-00-127- 8472  
Unit of Issue: LB

### VENDOR QUESTIONS:

Estimated Requirement quantity: 19,530 Price Based On Invoice (Y/N)? \_\_\_\_\_  
Delivered price per unit: \_\_\_\_\_  
+ Distribution price per unit: \_\_\_\_\_  
Total unit price: \_\_\_\_\_  
Qty X total unit price: \_\_\_\_\_

COD FILLETS,  
fzn (natural or loin cuts), skinless, us gr a equiv, 5 oz min wt

**Item 3**  
8905-00-133- 5886  
Unit of Issue: LB

### VENDOR QUESTIONS:

Estimated Requirement quantity: 26,753 Price Based On Invoice (Y/N)? \_\_\_\_\_  
Delivered price per unit: \_\_\_\_\_  
+ Distribution price per unit: \_\_\_\_\_  
Total unit price: \_\_\_\_\_  
Qty X total unit price: \_\_\_\_\_

BEEF ROUND, KNUCKLE, PEELED, AND/OR BEEF ROUND, TO  
fzn, min us choice gr, max avg surface fat 0.25 in. (0.635 cm), 10 to  
14 lb ea, namp 167a and/or 169

**Item 4**  
8905-00-960- 2303  
Unit of Issue: LB

### VENDOR QUESTIONS:

Estimated Requirement quantity: 25,650 Price Based On Invoice (Y/N)? \_\_\_\_\_  
Delivered price per unit: \_\_\_\_\_  
+ Distribution price per unit: \_\_\_\_\_  
Total unit price: \_\_\_\_\_  
Qty X total unit price: \_\_\_\_\_

SHRIMP, RAW, BRD,  
fzn, prep from whole, headless, peeled fresh - chl or fresh - fzn  
shrimp, round or fantail split (butterfly), w/ or w/o tail fin, box fzn or  
iqf, us gr a equiv, max 28/lb

**Item 5**  
8905-01-039- 8809  
Unit of Issue: LB

### VENDOR QUESTIONS:

Estimated Requirement quantity: 49,600 Price Based On Invoice (Y/N)? \_\_\_\_\_  
Delivered price per unit: \_\_\_\_\_  
+ Distribution price per unit: \_\_\_\_\_  
Total unit price: \_\_\_\_\_  
Qty X total unit price: \_\_\_\_\_

HAM, FULLY CKD, CANNED,  
chl, pullman-shaped, cured, w/natural juices, 12-1/2 lb net wt, vac  
pac, 4 cans/case, cid a-a-20149, type ii, style a, shape 1, co a

**Item 6**  
8905-01-125- 2288  
Unit of Issue: LB

### VENDOR QUESTIONS:

Estimated Requirement quantity: 11,160 Price Based On Invoice (Y/N)? \_\_\_\_\_  
Delivered price per unit: \_\_\_\_\_  
+ Distribution price per unit: \_\_\_\_\_  
Total unit price: \_\_\_\_\_  
Qty X total unit price: \_\_\_\_\_

CATFISH FILLETS,  
fzn, skinless, trimmed, us gr a equiv, 4 to 12 oz ea

Item 7  
8905-01-369- 4421  
Unit of Issue: LB

GRD BEEF PATTIES,  
fzn, round, 80% min lean, 4 oz (113.4 g) ea, namp 1136

**VENDOR QUESTIONS:**  
Estimated Requirement quantity: 14,796 Price Based On Invoice (Y/N)? \_\_\_\_\_  
Delivered price per unit: \_\_\_\_\_  
+ Distribution price per unit: \_\_\_\_\_  
Total unit price: \_\_\_\_\_  
Qty X total unit price: \_\_\_\_\_

Item 8  
8905-01-369- 4422  
Unit of Issue: LB

CHICKEN BREAST,  
fzn, broiler, or roaster, w/rib meat, skinless, bnls, 4 to 5 oz, breast-half portion, us gr a equiv

**VENDOR QUESTIONS:**  
Estimated Requirement quantity: 36,060 Price Based On Invoice (Y/N)? \_\_\_\_\_  
Delivered price per unit: \_\_\_\_\_  
+ Distribution price per unit: \_\_\_\_\_  
Total unit price: \_\_\_\_\_  
Qty X total unit price: \_\_\_\_\_

Item 9  
8905-01-419- 3218  
Unit of Issue: LB

CHICKEN,  
fzn, 8 piece cut, broiler, w/back, w/o neck and giblets, 3-3.5 lb, us gr a equiv, namp p10005, four 10 lb bags/case

**VENDOR QUESTIONS:**  
Estimated Requirement quantity: 115,680 Price Based On Invoice (Y/N)? \_\_\_\_\_  
Delivered price per unit: \_\_\_\_\_  
+ Distribution price per unit: \_\_\_\_\_  
Total unit price: \_\_\_\_\_  
Qty X total unit price: \_\_\_\_\_

Item 10  
8905-01-420- 5255  
Unit of Issue: LB

GRD BEEF, BULK,  
fzn, 80% min lean, 5 to 10 lb (2.268 to 4.536 kg)/bag, namp 1136

**VENDOR QUESTIONS:**  
Estimated Requirement quantity: 86,240 Price Based On Invoice (Y/N)? \_\_\_\_\_  
Delivered price per unit: \_\_\_\_\_  
+ Distribution price per unit: \_\_\_\_\_  
Total unit price: \_\_\_\_\_  
Qty X total unit price: \_\_\_\_\_

Item 11  
8905-01-452- 1999  
Unit of Issue: LB

PORK LOIN CHOPS, CENTER-CUT,  
fzn, bone-in, 5 to 7 oz ea, namp 1412

**VENDOR QUESTIONS:**  
Estimated Requirement quantity: 24,388 Price Based On Invoice (Y/N)? \_\_\_\_\_  
Delivered price per unit: \_\_\_\_\_  
+ Distribution price per unit: \_\_\_\_\_  
Total unit price: \_\_\_\_\_  
Qty X total unit price: \_\_\_\_\_

Item 12  
8905-01-E09- 0458  
Unit of Issue: LB

BEEF, CUBED STEAK, FZN,  
4-6 oz ea, NAMP 1100

**VENDOR QUESTIONS:**  
Estimated Requirement quantity: 14,681 Price Based On Invoice (Y/N)? \_\_\_\_\_  
Delivered price per unit: \_\_\_\_\_  
+ Distribution price per unit: \_\_\_\_\_  
Total unit price: \_\_\_\_\_  
Qty X total unit price: \_\_\_\_\_

Item 13  
8905-01-E09- 1074  
Unit of Issue: LB

BACON, SLICED, PRECKD, FZN,  
cured, smoked, 100 slices/pg, 3 pgs/case, NAMP 540

**VENDOR QUESTIONS:**  
Estimated Requirement quantity: 30,480 Price Based On Invoice (Y/N)? \_\_\_\_\_  
Delivered price per unit: \_\_\_\_\_  
+ Distribution price per unit: \_\_\_\_\_  
Total unit price: \_\_\_\_\_  
Qty X total unit price: \_\_\_\_\_

**Item 28**  
**8915-00-616- 4820**  
**Unit of Issue: CN**

BEANS, GREEN, CANNED,  
 round or romano or italian type, whole, french style or cut, us gr a or  
 b, no. 10 size can, u.s. std for grd, type (a) style (a), (d), or (e), size 1  
 thru 6, type (b), style (a), (d) or (e), size 2 thru 6

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 4,530 Price Based On Invoice (Y/N)? \_\_\_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 29**  
**8915-00-634- 2439**  
**Unit of Issue: CN**

JUICE, PINEAPPLE, CANNED,  
 or pineapple juice from conc, canned, single strength, unswt, us gr a,  
 no. 3 cylinder size can, u.s. std for gr, style i

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 1,680 Price Based On Invoice (Y/N)? \_\_\_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 30**  
**8915-00-782- 3508**  
**Unit of Issue: LB**

POTATOES, WHITE, FZN,  
 french fried, re fry color (after heating) extra light or light, straight-cut  
 strips, 1/2 in. by 1/2 in. to 3/8 in. by 3/8 in., long or med lg, us gr a, 2  
 to 6 lb bag or box, u.s. std for gr

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 104,280 Price Based On Invoice (Y/N)? \_\_\_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 31**  
**8915-00-935- 6620**  
**Unit of Issue: LB**

VEGETABLES, MIXED, FZN,  
 green or wax beans, diced carrots, swt, whole kernel golden corn,  
 green peas, us gr a or b, 2 to 5 lb pg, u.s. std for gr

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 15,510 Price Based On Invoice (Y/N)? \_\_\_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 32**  
**8915-01-373- 4978**  
**Unit of Issue: CN**

TOMATOES, CANNED,  
 diced, us gr a or b, no. 10 sized can, u.s. std for gr, style (e)

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 9,192 Price Based On Invoice (Y/N)? \_\_\_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 33**  
**8920-00-067- 6146**  
**Unit of Issue: LB**

MACARONI  
 elbow form, regular cooking, enriched, 10 lb box, cid a-a-20062, item  
 1

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 10,080 Price Based On Invoice (Y/N)? \_\_\_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 34**  
**8920-00-126- 3388**  
**Unit of Issue: LB**

NOODLES,  
 egg, ribbon-shaped or bow-shaped, regular cooking, enriched, 5 lb  
 box, cid a-a-20063

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 14,080 Price Based On Invoice (Y/N)? \_\_\_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 21**  
**8915-00-044- 1918**  
**Unit of Issue: LB**

POTATOES, WHITE, FZN,  
 shredded (hash brown), 3 oz portions, 18 lb co, us gr a, u.s. std for  
 gr, style (a)

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 75,816 Price Based On Invoice (Y/N)? \_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 22**  
**8915-00-184- 5601**  
**Unit of Issue: CN**

BEANS, WHITE, CANNED,  
 in tomato sauce w/pork, us gr a, no. 10 size can, cid a-a-20134,  
 process i, type 1, style (a)

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 6,384 Price Based On Invoice (Y/N)? \_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 23**  
**8915-00-257- 3947**  
**Unit of Issue: CN**

CORN, CANNED,  
 golden, whole kernel or whole grain, us gr a, brine (#10 size can) or  
 vac pac (603 x 600 can), u.s. std for grades, color a

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 7,806 Price Based On Invoice (Y/N)? \_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 24**  
**8915-00-281- 1809**  
**Unit of Issue: CN**

JUICE, GRAPE, CANNED,  
 or grape juice from conc, size can, concord type, or blend (min 60%  
 concord type, max 40 %red grape varieties other than concord,  
 single strength, unswt, us gr a or us gr a equiv no. 3 cylinder size  
 can, us std for gr, type i or ii

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 1,632 Price Based On Invoice (Y/N)? \_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 25**  
**8915-00-286- 5482**  
**Unit of Issue: CN**

FRUIT COCKTAIL, CANNED,  
 light syrup pack, us gr a or b, no. 10 size can, u.s. std for gr

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 2,226 Price Based On Invoice (Y/N)? \_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 26**  
**8915-00-577- 4203**  
**Unit of Issue: CN**

PEACHES, CANNED,  
 quarters or slices, yellow clingstone or freestone, light syrup pack, us  
 gr a or b, no. 10 size can, u.s. std for gr

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 2,598 Price Based On Invoice (Y/N)? \_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 27**  
**8915-00-616- 0223**  
**Unit of Issue: CN**

PEARS, CANNED,  
 bartlett, halves, light or heavy syrup pack, us gr a or b, no. 10 size  
 can, u.s. std for gr, style (a)

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 1,530 Price Based On Invoice (Y/N)? \_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 14**  
**8905-01-E09- 5571**  
**Unit of Issue:** LB

TURKEY BREAST, CKD, FZN,  
 mesquite/honey, smoked, 8-9 lb avg

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 12,555 Price Based On Invoice (Y/N)? \_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 15**  
**8905-01-E19- 0304**  
**Unit of Issue:** LB

FISH, POLLOCK, PORTIONS, BRD, PRECKD, FZN,  
 10 lb co

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 8,360 Price Based On Invoice (Y/N)? \_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 16**  
**8905-01-E19- 5158**  
**Unit of Issue:** LB

PORK LOIN, BABY BACK RIBS, PRECKD, FZN,  
 barbecue, 1.5 to 2.5 lb ea

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 29,751 Price Based On Invoice (Y/N)? \_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 17**  
**8905-01-E19- 6550**  
**Unit of Issue:** LB

BEEF, GRD, PATTIES, PRECKD, FZN,  
 charbroiled, 5-6 oz ea

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 42,960 Price Based On Invoice (Y/N)? \_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 18**  
**8910-00-616- 0051**  
**Unit of Issue:** LB

EGG, WHOLE, FZN,  
 table grade, pasteurized, 5 lb (2.268 kg) gable top co, usda  
 commotity specification current edition

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 83,070 Price Based On Invoice (Y/N)? \_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 19**  
**8910-00-656- 0993**  
**Unit of Issue:** LB

CHEESE, AMERICAN, PROCESSED, SLICED,  
 sliced, pasteurized, 3 to 5 lb pg, 21 cfr 133.169 133.169

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 32,720 Price Based On Invoice (Y/N)? \_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 20**  
**8910-00-926- 6048**  
**Unit of Issue:** DZ

EGGS, SHELL,  
 shell protected fresh, med or large, us consumer gr a, 30 dz/case, 7  
 cfr, part 56

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 93,450 Price Based On Invoice (Y/N)? \_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 42**  
**8935-01-419- 7031**  
**Unit of Issue: PG**

SOUP AND GRAVY BASE,  
 inst, beef, 1 lb pg

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 3,504 Price Based On Invoice (Y/N)? \_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 43**  
**8940-01-086- 0989**  
**Unit of Issue: EA**

PHILIPPINE STYLE EGG ROLL, FZN,  
 beef or pork, 1.5 to 2 oz, (w/0.5-0.75 oz meat)

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 47,840 Price Based On Invoice (Y/N)? \_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 44**  
**8940-01-E19- 2119**  
**Unit of Issue: CO**

ENTREE, MULTI-SERV, FZN,  
 lasagna w/meat and sauce, 96 oz co

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 3,432 Price Based On Invoice (Y/N)? \_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 45**  
**8940-01-E19- 2498**  
**Unit of Issue: EA**

ENTREE, IND SERV, FZN,  
 chicken cordon bleu, 7 oz ea, 24/case

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 20,280 Price Based On Invoice (Y/N)? \_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 46**  
**8945-00-926- 6491**  
**Unit of Issue: LB**

MARGARINE,  
 patties per lb, 21 cfr, part 166, subpart b - 166.110 (a) (2) (i, ii, iii, and iv)

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 2,856 Price Based On Invoice (Y/N)? \_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 47**  
**8945-01-364- 7357**  
**Unit of Issue: CN**

SALAD OIL,  
 canola (rapeseed), 1 gal can, cid a-a-20091, type ii

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 2,136 Price Based On Invoice (Y/N)? \_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 48**  
**8950-00-127- 9790**  
**Unit of Issue: BT**

CATSUP, TOMATO,  
 us gr a, 14 oz bottle, u.s. std for gr

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 51,218 Price Based On Invoice (Y/N)? \_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 35**  
**8920-00-132- 7782**  
**Unit of Issue: BX**

CEREAL, PREPARED, PACKAGE ASSORTMENT,  
 70 or 72 ind pgs/box, cid a-a-20000

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 3,760 Price Based On Invoice (Y/N)? \_\_\_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 36**  
**8920-00- 823- 7229**  
**Unit of Issue: CN**

CAKE MIX,  
 yellow, no. 10 size can, mil-b-44275, type ii, class 1, style b

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 5,226 Price Based On Invoice (Y/N)? \_\_\_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 37**  
**8920-01-250- 6557**  
**Unit of Issue: BG**

RICE, PARBOILED,  
 tpk-2 item, long grain, enriched, us no. 1 gr or us no. 2 gr (special grade - parboiled light), 10 lb bag, us std of identity for enriched rice (21 cfr 137.350) and u.s. standards for milled rice (7 cfr 68.301)

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 6,006 Price Based On Invoice (Y/N)? \_\_\_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 38**  
**8920-01-449- 9598**  
**Unit of Issue: BG**

FLOUR, WHEAT,  
 general purpose (not for bread), bleached, enriched, four 10 lb (4.536 kg) bags/case, cid a-a-20126, type iii, style 2, tpk-2 item

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 3,688 Price Based On Invoice (Y/N)? \_\_\_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 39**  
**8920-01- E09- 1082**  
**Unit of Issue: EA**

PIZZA CRUST, FZN,  
 rectangle, 12 in. by 16 in.

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 16,488 Price Based On Invoice (Y/N)? \_\_\_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 40**  
**8925-01-413- 7811**  
**Unit of Issue: BG**

SUGAR, REFINED,  
 white, granulated, cane or beet, fine, extrafine, or superfine, 10 lb bag, cid a-a-20135, type i, class 1 or 2, tpk-2 item

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 5,472 Price Based On Invoice (Y/N)? \_\_\_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 41**  
**8930-01-059- 8399**  
**Unit of Issue: JR**

PEANUT BUTTER,  
 smooth or med, stabilized, us gr a, 28 oz glass jar, u.s. std for gr, texture (a) or (b), type (a), style (a)

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 7,752 Price Based On Invoice (Y/N)? \_\_\_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

Item 49  
8955-01-E09- 7118  
Unit of Issue: CN

COFFEE, ROASTED,  
grd, univ grind, blend, 39 oz can

**VENDOR QUESTIONS:**

Estimated Requirement quantity: 2,856 Price Based On Invoice (Y/N)? \_\_\_  
Delivered price per unit: \_\_\_\_\_  
+ Distribution price per unit: \_\_\_\_\_  
Total unit price: \_\_\_\_\_  
Qty X total unit price: \_\_\_\_\_

Item 50  
8960-00-216- 6131  
Unit of Issue: PG

COCOA BEV PDR,  
nonfortified, max 300 1 oz pgs/case, cid a-a-20189

**VENDOR QUESTIONS:**

Estimated Requirement quantity: 25,500 Price Based On Invoice (Y/N)? \_\_\_  
Delivered price per unit: \_\_\_\_\_  
+ Distribution price per unit: \_\_\_\_\_  
Total unit price: \_\_\_\_\_  
Qty X total unit price: \_\_\_\_\_

# PRIME VENDOR SCHEDULE OF ITEMS Solicitation Requirements for

Zone Earle, NJ

## Top Core Items

**Item 1**

8905-00-079- 2796

Unit of Issue: LB

CHICKEN PARTS, FULLY CKD, BRD,  
fzn, broiler or fryer, drumsticks, thighs, and breast halves, for heating  
in a deep fat fryer, cid a-a-20150, type ii

**VENDOR QUESTIONS:**

Estimated Requirement quantity: 28,377 Price Based On Invoice (Y/N)? \_\_\_\_\_  
Delivered price per unit: \_\_\_\_\_  
+ Distribution price per unit: \_\_\_\_\_  
Total unit price: \_\_\_\_\_  
Qty X total unit price: \_\_\_\_\_

**Item 2**

8905-00-127- 8472

Unit of Issue: LB

COD FILLETS,  
fzn (natural or loin cuts), skinless, us gr a equiv, 5 oz min wt

**VENDOR QUESTIONS:**

Estimated Requirement quantity: 19,530 Price Based On Invoice (Y/N)? \_\_\_\_\_  
Delivered price per unit: \_\_\_\_\_  
+ Distribution price per unit: \_\_\_\_\_  
Total unit price: \_\_\_\_\_  
Qty X total unit price: \_\_\_\_\_

**Item 3**

8905-00-133- 5886

Unit of Issue: LB

BEEF ROUND, KNUCKLE, PEELED, AND/OR BEEF ROUND, TO  
fzn, min us choice gr, max avg surface fat 0.25 in. (0.635 cm), 10 to  
14 lb ea, namp 167a and/or 169

**VENDOR QUESTIONS:**

Estimated Requirement quantity: 26,753 Price Based On Invoice (Y/N)? \_\_\_\_\_  
Delivered price per unit: \_\_\_\_\_  
+ Distribution price per unit: \_\_\_\_\_  
Total unit price: \_\_\_\_\_  
Qty X total unit price: \_\_\_\_\_

**Item 4**

8905-00-960- 2303

Unit of Issue: LB

SHRIMP, RAW, BRD,  
fzn, prep from whole, headless, peeled fresh - chl or fresh - fzn  
shrimp, round or fantail split (butterfly), w/ or w/o tail fin, box fzn or  
iqf, us gr a equiv, max 28/lb

**VENDOR QUESTIONS:**

Estimated Requirement quantity: 25,650 Price Based On Invoice (Y/N)? \_\_\_\_\_  
Delivered price per unit: \_\_\_\_\_  
+ Distribution price per unit: \_\_\_\_\_  
Total unit price: \_\_\_\_\_  
Qty X total unit price: \_\_\_\_\_

**Item 5**

8905-01-039- 8809

Unit of Issue: LB

HAM, FULLY CKD, CANNED,  
chl, pullman-shaped, cured, w/natural juices, 12-1/2 lb net wt, vac  
pac, 4 cans/case, cid a-a-20149, type ii, style a, shape 1, co a

**VENDOR QUESTIONS:**

Estimated Requirement quantity: 49,600 Price Based On Invoice (Y/N)? \_\_\_\_\_  
Delivered price per unit: \_\_\_\_\_  
+ Distribution price per unit: \_\_\_\_\_  
Total unit price: \_\_\_\_\_  
Qty X total unit price: \_\_\_\_\_

**Item 6**

8905-01-125- 2288

Unit of Issue: LB

CATFISH FILLETS,  
fzn, skinless, trimmed, us gr a equiv, 4 to 12 oz ea

**VENDOR QUESTIONS:**

Estimated Requirement quantity: 11,160 Price Based On Invoice (Y/N)? \_\_\_\_\_  
Delivered price per unit: \_\_\_\_\_  
+ Distribution price per unit: \_\_\_\_\_  
Total unit price: \_\_\_\_\_  
Qty X total unit price: \_\_\_\_\_

**Item 7**  
**8905-01-369- 4421**  
**Unit of Issue: LB**

GRD BEEF PATTIES,  
 fzn, round, 80% min lean, 4 oz (113.4 g) ea, namp 1136

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 14,796 Price Based On Invoice (Y/N)? \_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 8**  
**8905-01-369- 4422**  
**Unit of Issue: LB**

CHICKEN BREAST,  
 fzn, broiler, or roaster, w/rib meat, skinless, bnls, 4 to 5 oz, breast-half portion, us gr a equiv

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 36,060 Price Based On Invoice (Y/N)? \_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 9**  
**8905-01-419- 3218**  
**Unit of Issue: LB**

CHICKEN,  
 fzn, 8 piece cut, broiler, w/back, w/o neck and giblets, 3-3.5 lb, us gr a equiv, namp p10005, four 10 lb bags/case

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 115,680 Price Based On Invoice (Y/N)? \_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 10**  
**8905-01-420- 5255**  
**Unit of Issue: LB**

GRD BEEF, BULK,  
 fzn, 80% min lean, 5 to 10 lb (2.268 to 4.536 kg)/bag, namp 1136

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 86,240 Price Based On Invoice (Y/N)? \_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 11**  
**8905-01-452- 1999**  
**Unit of Issue: LB**

PORK LOIN CHOPS, CENTER-CUT,  
 fzn, bone-in, 5 to 7 oz ea, namp 1412

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 24,338 Price Based On Invoice (Y/N)? \_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 12**  
**8905-01-E09- 0458**  
**Unit of Issue: LB**

BEEF, CUBED STEAK, FZN,  
 4-6 oz ea, NAMP 1100

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 14,681 Price Based On Invoice (Y/N)? \_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 13**  
**8905-01-E09- 1074**  
**Unit of Issue: LB**

BACON, SLICED, PRECKD, FZN,  
 cured, smoked, 100 slices/pg, 3 pgs/case, NAMP 540

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 30,480 Price Based On Invoice (Y/N)? \_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 28**  
**8915-00-616- 4820**  
**Unit of Issue: CN**

BEANS, GREEN, CANNED,  
 round or romano or italian type, whole, french style or cut, us gr a or  
 b, no. 10 size can, u.s. std for grd, type (a) style (a), (d), or (e), size 1  
 thru 6, type (b), style (a), (d) or (e), size 2 thru 6

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 4,530 Price Based On Invoice (Y/N)? \_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 29**  
**8915-00-634- 2439**  
**Unit of Issue: CN**

JUICE, PINEAPPLE, CANNED,  
 or pineapple juice from conc, canned, single strength, unswt, us gr a,  
 no. 3 cylinder size can, u.s. std for gr, style i

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 1,680 Price Based On Invoice (Y/N)? \_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 30**  
**8915-00-782- 3508**  
**Unit of Issue: LB**

POTATOES, WHITE, FZN,  
 french fried, re Fry color (after heating) extra light or light, straight-cut  
 strips, 1/2 in. by 1/2 in. to 3/8 in. by 3/8 in., long or med lg, us gr a, 2  
 to 6 lb bag or box, u.s. std for gr

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 104,280 Price Based On Invoice (Y/N)? \_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 31**  
**8915-00-935- 6620**  
**Unit of Issue: LB**

VEGETABLES, MIXED, FZN,  
 green or wax beans, diced carrots, swt, whole kernel golden corn,  
 green peas, us gr a or b, 2 to 5 lb pg, u.s. std for gr

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 15,510 Price Based On Invoice (Y/N)? \_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 32**  
**8915-01-373- 4978**  
**Unit of Issue: CN**

TOMATOES, CANNED,  
 diced, us gr a or b, no. 10 sized can, u.s. std for gr, style (e)

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 9,192 Price Based On Invoice (Y/N)? \_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 33**  
**8920-00-067- 6146**  
**Unit of Issue: LB**

MACARONI  
 elbow form, regular cooking, enriched, 10 lb box, cid a-a-20062, item  
 1

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 10,080 Price Based On Invoice (Y/N)? \_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 34**  
**8920-00-126- 3388**  
**Unit of Issue: LB**

NOODLES,  
 egg, ribbon-shaped or bow-shaped, regular cooking, enriched, 5 lb  
 box, cid a-a-20063

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 14,080 Price Based On Invoice (Y/N)? \_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 21**  
**8915-00-044- 1918**  
**Unit of Issue: LB**

POTATOES, WHITE, FZN,  
 shredded (hash brown), 3 oz portions, 18 lb co, us gr a, u.s. std for  
 gr, style (a)

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 75,816 Price Based On  
 Invoice (Y/N)? \_\_\_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 22**  
**8915-00-184- 5601**  
**Unit of Issue: CN**

BEANS, WHITE, CANNED,  
 in tomato sauce w/pork, us gr a, no. 10 size can, cid a-a-20134,  
 process i, type 1, style (a)

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 6,384 Price Based On  
 Invoice (Y/N)? \_\_\_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 23**  
**8915-00-257- 3947**  
**Unit of Issue: CN**

CORN, CANNED,  
 golden, whole kernel or whole grain, us gr a, brine (#10 size can) or  
 vac pac (603 x 600 can), u.s. std for grades, color a

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 7,806 Price Based On  
 Invoice (Y/N)? \_\_\_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 24**  
**8915-00-281- 1809**  
**Unit of Issue: CN**

JUICE, GRAPE, CANNED,  
 or grape juice from conc, size can, concord type, or blend (min 60%  
 concord type, max 40 %red grape varieties other than concord,  
 single strength, unswt, us gr a or us gr a equiv no. 3 cylinder size  
 can, us std for gr, type i or ii

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 1,632 Price Based On  
 Invoice (Y/N)? \_\_\_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 25**  
**8915-00-286- 5482**  
**Unit of Issue: CN**

FRUIT COCKTAIL, CANNED,  
 light syrup pack, us gr a or b, no. 10 size can, u.s. std for gr

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 2,226 Price Based On  
 Invoice (Y/N)? \_\_\_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 26**  
**8915-00-577- 4203**  
**Unit of Issue: CN**

PEACHES, CANNED,  
 quarters or slices, yellow clingstone or freestone, light syrup pack, us  
 gr a or b, no. 10 size can, u.s. std for gr

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 2,598 Price Based On  
 Invoice (Y/N)? \_\_\_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 27**  
**8915-00-616- 0223**  
**Unit of Issue: CN**

PEARS, CANNED,  
 bartlett, halves, light or heavy syrup pack, us gr a or b, no. 10 size  
 can, u.s. std for gr, style (a)

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 1,530 Price Based On  
 Invoice (Y/N)? \_\_\_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 14**  
**8905-01-E09- 5571**  
**Unit of Issue: LB**

TURKEY BREAST, CKD, FZN,  
 mesquite/honey, smoked, 8-9 lb avg

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 12,555 Price Based On Invoice (Y/N)? \_\_\_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 15**  
**8905-01-E19- 0304**  
**Unit of Issue: LB**

FISH, POLLOCK, PORTIONS, BRD, PRECKD, FZN,  
 10 lb co

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 8,360 Price Based On Invoice (Y/N)? \_\_\_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 16**  
**8905-01-E19- 5158**  
**Unit of Issue: LB**

PORK LOIN, BABY BACK RIBS, PRECKD, FZN,  
 barbecue, 1.5 to 2.5 lb ea

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 29,751 Price Based On Invoice (Y/N)? \_\_\_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 17**  
**8905-01-E19- 6550**  
**Unit of Issue: LB**

BEEF, GRD, PATTIES, PRECKD, FZN,  
 charbroiled, 5-6 oz ea

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 42,960 Price Based On Invoice (Y/N)? \_\_\_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 18**  
**8910-00-616- 0051**  
**Unit of Issue: LB**

EGG, WHOLE, FZN,  
 table grade, pasteurized, 5 lb (2.268 kg) gable top co, usda  
 commotity specification current edition

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 83,070 Price Based On Invoice (Y/N)? \_\_\_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 19**  
**8910-00-656- 0993**  
**Unit of Issue: LB**

CHEESE, AMERICAN, PROCESSED, SLICED,  
 sliced, pasteurized, 3 to 5 lb pg, 21 cfr 133.169 133.169

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 32,720 Price Based On Invoice (Y/N)? \_\_\_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 20**  
**8910-00-926- 6048**  
**Unit of Issue: DZ**

EGGS, SHELL,  
 shell protected fresh, med or large, us consumer gr a, 30 dz/case, 7  
 cfr, part 56

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 93,450 Price Based On Invoice (Y/N)? \_\_\_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 42**  
**8935-01-419- 7031**  
**Unit of Issue: PG**

SOUP AND GRAVY BASE,  
 inst, beef, 1 lb pg

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 3,504 Price Based On Invoice (Y/N)? \_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 43**  
**8940-01-086- 0989**  
**Unit of Issue: EA**

PHILIPPINE STYLE EGG ROLL, FZN,  
 beef or pork, 1.5 to 2 oz, (w/0.5-0.75 oz meat)

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 47,840 Price Based On Invoice (Y/N)? \_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 44**  
**8940-01-E19- 2119**  
**Unit of Issue: CO**

ENTREE, MULTI-SERV, FZN,  
 lasagna w/meat and sauce, 96 oz co

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 3,432 Price Based On Invoice (Y/N)? \_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 45**  
**8940-01-E19- 2498**  
**Unit of Issue: EA**

ENTREE, IND SERV, FZN,  
 chicken cordon bleu, 7 oz ea, 24/case

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 20,280 Price Based On Invoice (Y/N)? \_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 46**  
**8945-00-926- 6491**  
**Unit of Issue: LB**

MARGARINE,  
 patties per lb, 21 cfr, part 166, subpart b - 166.110 (a) (2) (i, ii, iii, and iv)

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 2,856 Price Based On Invoice (Y/N)? \_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 47**  
**8945-01-364- 7357**  
**Unit of Issue: CN**

SALAD OIL,  
 canola (rapeseed), 1 gal can, cid a-a-20091, type ii

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 2,136 Price Based On Invoice (Y/N)? \_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

**Item 48**  
**8950-00-127- 9790**  
**Unit of Issue: BT**

CATSUP, TOMATO,  
 us gr a, 14 oz bottle, u.s. std for gr

**VENDOR QUESTIONS:**  
 Estimated Requirement quantity: 51,218 Price Based On Invoice (Y/N)? \_\_\_  
 Delivered price per unit: \_\_\_\_\_  
 + Distribution price per unit: \_\_\_\_\_  
 Total unit price: \_\_\_\_\_  
 Qty X total unit price: \_\_\_\_\_

Item 35  
8920-00-132- 7782  
Unit of Issue: BX

CEREAL, PREPARED, PACKAGE ASSORTMENT,  
70 or 72 ind pgs/box, cid a-a-20000

**VENDOR QUESTIONS:**

Estimated Requirement quantity: 3,760 Price Based On Invoice (Y/N)? \_\_\_  
Delivered price per unit: \_\_\_\_\_  
+ Distribution price per unit: \_\_\_\_\_  
Total unit price: \_\_\_\_\_  
Qty X total unit price: \_\_\_\_\_

Item 36  
8920-00-823- 7229  
Unit of Issue: CN

CAKE MIX,  
yellow, no. 10 size can, mil-b-44275, type ii, class 1, style b

**VENDOR QUESTIONS:**

Estimated Requirement quantity: 5,226 Price Based On Invoice (Y/N)? \_\_\_  
Delivered price per unit: \_\_\_\_\_  
+ Distribution price per unit: \_\_\_\_\_  
Total unit price: \_\_\_\_\_  
Qty X total unit price: \_\_\_\_\_

Item 37  
8920-01-250- 6557  
Unit of Issue: BG

RICE, PARBOILED,  
tpk-2 item, long grain, enriched, us no. 1 gr or us no. 2 gr (special grade - parboiled light), 10 lb bag, us std of identity for enriched rice (21 cfr 137.350) and u.s. standards for milled rice (7 cfr 68.301)

**VENDOR QUESTIONS:**

Estimated Requirement quantity: 6,006 Price Based On Invoice (Y/N)? \_\_\_  
Delivered price per unit: \_\_\_\_\_  
+ Distribution price per unit: \_\_\_\_\_  
Total unit price: \_\_\_\_\_  
Qty X total unit price: \_\_\_\_\_

Item 38  
8920-01-449- 9598  
Unit of Issue: BG

FLOUR, WHEAT,  
general purpose (not for bread), bleached, enriched, four 10 lb (4.536 kg) bags/case, cid a-a-20126, type iii, style 2, tpk-2 item

**VENDOR QUESTIONS:**

Estimated Requirement quantity: 3,688 Price Based On Invoice (Y/N)? \_\_\_  
Delivered price per unit: \_\_\_\_\_  
+ Distribution price per unit: \_\_\_\_\_  
Total unit price: \_\_\_\_\_  
Qty X total unit price: \_\_\_\_\_

Item 39  
8920-01-E09- 1082  
Unit of Issue: EA

PIZZA CRUST, FZN,  
rectangle, 12 in. by 16 in.

**VENDOR QUESTIONS:**

Estimated Requirement quantity: 16,488 Price Based On Invoice (Y/N)? \_\_\_  
Delivered price per unit: \_\_\_\_\_  
+ Distribution price per unit: \_\_\_\_\_  
Total unit price: \_\_\_\_\_  
Qty X total unit price: \_\_\_\_\_

Item 40  
8925-01-413- 7811  
Unit of Issue: BG

SUGAR, REFINED,  
white, granulated, cane or beet, fine, extrafine, or superfine, 10 lb bag, cid a-a-20135, type i, class 1 or 2, tpk-2 item

**VENDOR QUESTIONS:**

Estimated Requirement quantity: 5,472 Price Based On Invoice (Y/N)? \_\_\_  
Delivered price per unit: \_\_\_\_\_  
+ Distribution price per unit: \_\_\_\_\_  
Total unit price: \_\_\_\_\_  
Qty X total unit price: \_\_\_\_\_

Item 41  
8930-01-059- 8399  
Unit of Issue: JR

PEANUT BUTTER,  
smooth or med, stabilized, us gr a, 28 oz glass jar, u.s. std for gr, texture (a) or (b), type (a), style (a)

**VENDOR QUESTIONS:**

Estimated Requirement quantity: 7,752 Price Based On Invoice (Y/N)? \_\_\_  
Delivered price per unit: \_\_\_\_\_  
+ Distribution price per unit: \_\_\_\_\_  
Total unit price: \_\_\_\_\_  
Qty X total unit price: \_\_\_\_\_

Item 49  
8955-01-E09- 7118  
Unit of Issue: CN

COFFEE, ROASTED,  
grd, univ grind, blend, 39 oz can

**VENDOR QUESTIONS:**

Estimated Requirement quantity: 2,856 Price Based On Invoice (Y/N)?: \_\_\_  
Delivered price per unit: \_\_\_\_\_  
+ Distribution price per unit: \_\_\_\_\_  
Total unit price: \_\_\_\_\_  
Qty X total unit price: \_\_\_\_\_

Item 50  
8960-00-216- 6131  
Unit of Issue: PG

COCOA BEV PDR,  
nonfortified, max 300 1 oz pgs/case, cid a-a-20189

**VENDOR QUESTIONS:**

Estimated Requirement quantity: 25,500 Price Based On Invoice (Y/N)?: \_\_\_  
Delivered price per unit: \_\_\_\_\_  
+ Distribution price per unit: \_\_\_\_\_  
Total unit price: \_\_\_\_\_  
Qty X total unit price: \_\_\_\_\_

**SP0300-02-R-4035**

**DOCUMENTS, EXHIBITS AND ATTACHMENTS**

ATTACHMENT 1 – SAMPLE SUB CONTRACTING PLAN

ATTACHMENT 2 – ELECTRONIC INVOICING PLAN & EDI

ATTACHMENT 3 – DELIVERY POINTS/CUSTOMERS

ATTACHMENT 4 – CURRENT CATALOG FOR ZONES 1 & 2

ATTACHMENT 5 – CARGO ITEM LISTING

ATTACHMENT 6 – NATIONAL ALLOWANCE PROGRAM

ATTACHMENT 7 – P.V. SYSTEM MANAGEMENT VISITS

ATTACHMENT 8 – SUBMISSION OF CORPORATE EXPERIENCE  
PAST PERFORMANCE FOR TECH PROPOSAL

ATTACHMENT 9 – SITE VISIT CHECKLIST

*ATTACHMENT 1*

THE ATTACHED GUIDE WAS DEVELOPED AS A CHECKLIST TO BE USED BY CONTRACTORS IN THE PREPARATION OF A SMALL BUSINESS SUBCONTRACTING PLAN IN ACCORDANCE WITH THE REQUIREMENTS OF PUBLIC LAW 95-507. THE GUIDE ADDRESSES THE SIX MANDATORY ELEMENTS OF A SUBCONTRACTING PLAN AS SET FORTH IN FAR CLAUSE 52.219-9(D) AND SUPPLEMENTAL INFORMATION REQUIRED BY SECTION 1207 OF P.L. 99-661, CONTRACT GOAL FOR MINORITIES. IT IS INTENDED AS A TOOL TO ASSIST CONTRACTORS IN THE DEVELOPMENT OF AN ACCEPTABLE SUBCONTRACTING PLAN AND TO FACILITATE THE REVIEW BY THE CONTRACTING OFFICER, THE DSCP AND DEFENSE CONTRACT MANAGEMENT AGENCY (DCMA) SMALL BUSINESS SPECIALISTS AND THE SMALL BUSINESS ADMINISTRATION PROCUREMENT CENTER REPRESENTATIVE.

IT IS RECOMMENDED THAT THE PLAN BE INCLUDED AS AN ADDENDUM TO THE SOLICITATION AND NOT PART OF SECTION L.

NOTE: Updated to include HUBZone and Small Disadvantaged Business Certification Requirements; and Veteran-Owned Small Business and Service-Disabled Veteran-Owned Small Business Classifications.

**THIS HANDOUT IS TO BE USED ONLY AS A REFERENCE TOOL IN PREPARING A SUBCONTRACTING PLAN.**

## ATTACHMENT 1 SUBCONTRACTING PLANS

The Federal Acquisition Regulation, Clause 52-219.9 cites the six elements that each Subcontracting Plan must contain, i.e., goals; name and duties of the individual who will administer the plan; a description of efforts; flowdown clause; reports and records.

**Goals:** expressed in terms of percentages and dollars of the total contract value that are planned to be subcontracted to small business, veteran-owned small business, service-disabled veteran-owned small business, HUBZone small business, small disadvantaged business and women-owned small business concerns that are realistic.

**Administration:** Name, title, and position within the corporate structure; duties and responsibilities of the individual who will administer the subcontracting program.

**Description of Efforts:** Describe steps to be taken to ensure equitable opportunities to small, veteran-owned small business, service-disabled veteran-owned small business, HUBZone small business, small disadvantaged business and women-owned small business concerns.

**Flowdown Clause:** Requirement for subcontracts that offer further subcontracting opportunities and for subcontracts in excess of \$500,000.

**Reports:** Requirement to submit periodic reports

**Records:** Requirement to maintain records on adopted procedures to comply with requirements and goals in the plan.

The following information will assist you in determining what type of plan would be most beneficial for your firm to submit.

### INDIVIDUAL SUBCONTRACTING PLAN:

This type of plan covers the entire contract period (including option years however separate goals are required for the base year and each option year)); applies to a specific acquisition; and has goals based on planned subcontracting for the specific contract except indirect costs, incurred for common or joint purposes, may be allocated on a prorated basis to the contract. The plan shall address all six elements as cited above. The plan when approved and incorporated into the contract will remain in effect until the contract has been completed.

### MASTER SUBCONTRACTING PLAN:

This type of plan contains all the required elements of an individual plan, except goals. It can be submitted on a plant or division wide basis with no specific acquisition identified. The subcontracting goals and any deviations from the approved plan shall be identified by the offeror as an addendum to the approved Master Plan. The offeror will be required to provide the Procuring Contracting Officer (PCO) with copies of the approved Master Plan along with the addendum which cites the goals and deviations, if any. The approved master plan and the addendum are formulated into an individual subcontracting plan, which can be identified with a specific acquisition. A master plan is effective for a three-year period after approval by the Administrative Contracting Officer (ACO). The master plan, when incorporated in an individual plan, applies throughout the life of the contract.

### COMMERCIAL PRODUCTS SUBCONTRACTING PLAN:

This type of plan is submitted on a plant or division wide basis with no specific acquisition identified. A commercial product means a product in regular production that is sold in substantial quantities to the general public and/or industry at established catalog or market prices. It also means a product which, in the opinion of the Contracting Officer, differs only insignificantly from the contractor's commercial product. The plan addresses all six elements as cited above. If a commercial product is offered, the

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subcontracting plan may cover the company's commercial production generally, both for government contracts and for regular commercial sales. The plan will remain in effect for the entire fiscal year for all government contracts in effect during the period. It is preferred that the plan coincide with the government's fiscal year since the activity under this type of plan is reported once a year on the SF 295. The contractor is required to submit a new commercial plan, 30 working days before the end of the fiscal year to the contracting officer. It is the contractor's responsibility to insure that it has an approved commercial plan on file for each year of contract performance.

### DEFINITIONS

**SMALL BUSINESS CONCERN:** A small business is a concern, including its affiliates, which is organized for profit; independently owned and operated; not dominant in the field of operation in which it is competing; and can further qualify under the criteria concerning number of employees, average annual receipts, or other criteria as prescribed by the Small Business Administration.

**HUBZone:** An historically underutilized business zone, which is an area located within one or more qualified census tracts, qualified non-metropolitan counties, or lands within the external boundaries of an Indian reservation.

**HUBZONE SMALL BUSINESS CONCERN:** A small business concern that is located in an "historically underutilized business zone;" is owned and controlled by one or more U. S. Citizens; and at least 35% of its employees reside in the HUBZone. Status as a qualified HUBZone small business concern is determined by the Small Business Administration (SBA). If the SBA determines that a concern is a qualified HUBZone small business, it will issue a certification to that effect and will add the concern to the List of Qualified HUBZone Small Business Concerns on its Internet site at [www.sba.gov/hubzone](http://www.sba.gov/hubzone). The concern must appear on the list to be a HUBZone small business concern. HUBZone certifications will appear in individual firm profiles in SBA's PRO-Net.

**SMALL DISADVANTAGED BUSINESS CONCERN (SDB):** A small business concern (1) which is at least 51% owned by one or more socially and economically disadvantaged individuals: or, in the case of any publicly owned business, at least 51% of the stock is owned by one or more socially and economically disadvantaged individuals; and (2) whose management and daily business operations are controlled by one or more such individuals. The term "socially disadvantaged" means individuals who have been subjected to racial or ethnic prejudice or cultural bias because of identity as a member of groups without regard to their individual qualities. The following individuals are presumed to be socially disadvantaged: Black Americans, Hispanic Americans, Native Americans, Asian-Pacific Americans, and Subcontinent Asian Americans. The term "economically disadvantaged" means socially disadvantaged individuals whose ability to compete in the free enterprise systems is impaired due to diminished capital and credit as compared to others in the same/similar line of business and, as a result, have been or are likely to be precluded from successfully competing in the open market. A socially disadvantaged individual whose personal net worth does not exceed \$750,000 (\$250,000 for certification under the SBA Section 8 (a) Program), excluding his/her ownership interest in the company and equity in his/her personal residence is considered to be economically disadvantaged.

Effective October 1, 1999, a subcontractor claiming SDB status must be certified by the Small Business Administration. SDBs can obtain application information from the SBA at [www.sba.gov/sdb](http://www.sba.gov/sdb). SDBs that receive formal certification are listed in the SBA on-line data base, PRO-Net, at <http://pro-net.sba.gov>.

**WOMAN-OWNED SMALL BUSINESS CONCERN:** A small business concern that is at least 51% owned by one or more women; or in the case of any publicly owned business, at least 51% of the stock is owned by one or more women AND whose management and daily business operations are controlled by one or more women.

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**DEFINITIONS (cont'd)**

**SERVICE-DISABLED VETERAN-OWNED SMALL BUSINESS CONCERN**

(1) A small business concern –

- (i) not less than 51% of which is owned by one or more service-disabled veterans or, in the case of any publicly owned business, not less than 51% of the stock of which is owned or one or more service-disabled veterans; and
- (ii) the management and daily business operations of which are controlled by one or more service-disabled veterans or, in the case of a veteran with permanent and severe disability, the spouse or permanent caregiver of such veteran.

(2) Service-disabled veteran means a veteran, as defined in 38 U.S.C. 101(2), with a disability that is service-connected, as defined in 38 U.S.C. 101(16).

**VETERAN-OWNED SMALL BUSINESS CONCERN**

A small business concern –

- (i) not less than 51% of which is owned by one or more veterans (as defined at 38 U.S.C. 101(2)) or, in the case of any publicly owned business, not less than 51% of the stock of which is owned by one or more veterans; and
- (ii) the management and daily operations of which are controlled by one or more veterans.

**SUBCONTRACT:** Means any agreement (other than one involving an employee-employer relationship) entered into by a Federal Government prime contractor or subcontractor calling for supplies and/or services required for performance of the contract or subcontract.

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**SUBCONTRACTING PLAN**

Date: \_\_\_\_\_

CONTRACTOR: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

SOLICITATION #: \_\_\_\_\_

END ITEM/SERVICE \_\_\_\_\_

Fill in Applicable Section:

Type of Plan

1. Master Subcontracting Plan

\_\_\_\_\_ Plant/Distribution Site

\_\_\_\_\_ Division

2. Commercial Subcontracting Plan

\_\_\_\_\_ Plant/Distribution Site

\_\_\_\_\_ Division

3. \_\_\_\_\_ Individual Contract Plan Total Contract Dollar Value \_\_\_\_\_

Complete the following if submitting a Commercial Subcontracting Plan.

Company/Division's Fiscal Year

FROM: \_\_\_\_\_ TO: \_\_\_\_\_  
(Month/Year) (Month/Year)

Total Estimated FY Dollar Value: \$ \_\_\_\_\_

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4. In accordance with FAR Clause 52.219-9 – The offeror’s subcontracting plan shall include, at a minimum, the following:

1. Goals, expressed in terms of percentages of total planned subcontracting dollars, for the use of small business, veteran-owned small business, service-disabled veteran-owned small business, HUBZone small business, small disadvantaged and women owned small business concerns as subcontractors. The offeror shall include all subcontracts that contribute to contract performance, and may include a proportionate share of products and services that are normally allocated as indirect costs. For individual contract plans, the total dollars to be subcontracted are stated. For commercial plans, the total projected sales, expressed in dollars, and the total value of projected subcontracts to support the sales are stated.

2. The suggested format for percentage and dollar goals follows:

	<u>DOLLARS</u>	<u>PERCENT</u>
Total to be Subcontracted	\$ _____	_____ %
A. To Large Business	\$ _____	_____ %*
B. To Small Business	\$ _____	_____ %*
1. To Veteran-Owned SB**	\$ _____	_____ %*
2. To Service-Disabled Veteran-Owned SB**	\$ _____	_____ %*
3. To HUBZone SB**	\$ _____	_____ %*
4. To Disadvantaged SB**	\$ _____	_____ %*
5. To Women-Owned SB**	\$ _____	_____ %*

\* Divided into Total to be Subcontracted

\*\*Subset of B

3. A description of the principal types of supplies and services to be subcontracted, and an identification of the types planned for subcontracting to small business, veteran-owned small business, service-disabled veteran-owned small business, HUBZone small business, small disadvantaged business, and women-owned small business concerns. (Note: Identify all supplies and services to be subcontracted. Further identify those supplies and services to be subcontracted to small business by one asterisk (\*), veteran-owned small business by two asterisk (\*\*), service-disabled veteran-owned small business by three asterisk (\*\*\*), HUBZone small business by four asterisk (\*\*\*\*), small disadvantaged business by five asterisks (\*\*\*\*\*), and women owned small business concerns by six asterisks (\*\*\*\*\*).

4. A description of the method used to develop the subcontracting goals in Item 2 above.

5. A description of the method used to identify potential sources for solicitation purposes (e.g., existing company source lists, the Small Business Administration’s Procurement Marketing and Access Network (PRO-Net), veterans service organizations, the National Minority Purchasing Council Vendor Information Service, the Research and Information Division of the Minority Business Development Agency in the Department of Commerce, or small, HUBZone small business, small disadvantaged business and women-owned small business concern trade associations). Information in PRO-Net can be relied upon as an accurate representation of a concern’s size and ownership for the purposes of maintaining a small business, veteran-owned small business, service-disabled veteran-owned small business, HUBZone small business, small disadvantaged and women-owned small business source list. Use of PRO-Net as its source lists does not relieve a firm of its responsibilities (e.g., outreach, assistance, counseling, or publicizing subcontracting opportunities) in this clause.

6. A statement as to whether or not the offeror included indirect costs in establishing subcontracting goals, and a description of the method used to determine the proportionate share of indirect costs

*ATTACHMENT 1*

7. to be incurred with small business, veteran-owned small business, veteran-owned small business, HUBZone small business, small disadvantaged, and women-owned small business concerns.
8. The name of the individual employed by the offeror who will administer the offeror's subcontracting program, and a description of the duties of the individual.
9. A description of the efforts the offeror will make to assure that small business, veteran-owned small business, service-disabled veteran-owned small business, HUBZone small business, small disadvantaged business and women owned small business concerns have an equitable opportunity to complete for subcontracts. (This element shall include, but shall not be limited to, the following:)

In order to effectively implement this plan to the extent consistent with efficient contract performance, the contractor shall perform the following functions:

- a. Assist small business, veteran-owned small business, service-disabled veteran-owned small business, HUBZone small business, small disadvantaged, and women owned small business concerns by arranging solicitations, time for preparation of bids, quantities, specifications, and delivery schedules so as to facilitate the participation by such concerns. Where the contractor's lists of potential small business, veteran-owned small business, service-disabled veteran-owned small business, HUBZone small business, small disadvantaged and women-owned small business subcontractors are excessively long, reasonable effort shall be made to give all such small business concerns an opportunity to compete over a period of time.
  - b. Provide adequate and timely consideration of the potentialities of small business, veteran-owned small business, service-disabled veteran-owned small business, HUBZone small business, small disadvantaged, and women owned small business concerns in all "make or buy" decisions.
  - c. Counsel and discuss subcontracting opportunities with representatives of small business, veteran-owned small business, service-disabled veteran-owned small business, HUBZone small business, small disadvantaged and women owned business concerns.
  - d. Provide notice to subcontractors regarding penalties and remedies for misrepresentations of business status as small business, veteran-owned small business, HUBZone small business, small disadvantaged business or women-owned small business for the purpose of obtaining a subcontract.
10. Assurances that the offeror (i) will include the clause in this contract entitled "Utilization of Small Business Concerns" in all subcontracts that offer further subcontracting opportunities, and (ii) will require all subcontractors (except small business concerns) that receive subcontracts in the excess of \$500,000 (\$1,000,000 for construction of any public facility), to adopt a plan similar to the plan agreed to by the offeror.
  11. Assurances that the offeror will (i) cooperate in any studies or surveys as may be required; (ii) submit periodic reports in order to allow the Government to determine the extent of compliance by the offeror with the subcontracting plan; (iii) submit Standard Form (SF) 294, Subcontracting Report for Individual Contracts, and/or SF 295, Summary Subcontract Report, in accordance with the instructions on the forms. The reports shall provide information on subcontract awards to small business, veteran-owned small business, service-disabled veteran-owned small business, HUBZone small business, small disadvantaged business, woman-owned small business, and when applicable, Historically Black Colleges and Universities and Minority Institutions. The offeror also must ensure that its subcontractors agree to submit Standard Forms 294 and 295.

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12. Recitation of the types of records the offeror will maintain to demonstrate procedures that have been adopted to comply with the requirements and goals in the plan, including establishing source lists; and a description of its efforts to locate small business, veteran-owned small business, service-disabled veteran-owned small business, HUBZone small business, small disadvantaged and women-owned small business concerns and award subcontracts to them. The records shall include at least the following (on a plant-wide or company-wide basis, unless otherwise indicated):

- a. Source lists (i.e., PRO-Net), guides, and other data that identify small business, veteran-owned small business, service-disabled veteran-owned small business, HUBZone small business, small disadvantaged business, and women-owned small business concerns.
- b. Organizations contacted in an attempt to locate sources that are small business, veteran-owned small business, service-disabled veteran-owned small business, HUBZone small business, small disadvantaged business, and women-owned small business concerns.
- c. Records on each subcontract solicitation resulting in an award of more than \$100,000, indicating whether (A) small business concerns were solicited and if not, why not, (B) Veteran-owned small business were solicited and if not, why not, (C) service-disabled veteran-owned small business were solicited and if not, why not, (D) HUBZone small business concerns were solicited and if not, why not, (E) small disadvantaged business concerns were solicited and if not, why not, (F) women-owned small business concerns were solicited and if not, why not, and (G) If applicable, the reason award was not made to a small business, veteran-owned small business, service-disabled veteran-owned small business, HUBZone small business, small disadvantaged business, or women-owned small business concern.
- d. Records of any outreach efforts to contact (A) trade associations; (B) business development organizations; (C) conferences and trade fairs to locate small, HUBZone small business, small disadvantaged and women owned small business concerns and (D) veterans service organizations.
- e. Records of internal guidance and encouragement provided to buyers through (A) workshops, seminars, training, etc. and (B) monitoring performance to evaluate compliance with the program's requirements.
- f. On a contract-by-contract basis, records to support award data submitted by the offeror to the Government, including the name, address and business size of each subcontractor. Contractors having company or division-wide annual commercial plans need not comply with this requirement.

**g. SUPPLEMENTAL INFORMATION**

Section 1207 of Public Law 99-661, Contract Goal for Minorities, supplements FAR Clause 52.219-9. Offerors are required to:

- a. Establish a subcontracting goal of 5% for small disadvantaged businesses.
- b. Identify efforts to provide technical assistance to SDB's.
- c. Include a statement that Historically Black Colleges and Universities (HBCU's) and other Minority Institutions (MI's) will be considered when developing SDB goals, when applicable.

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SIGNATURE: \_\_\_\_\_  
(EXECUTIVE OF COMPANY \*)

TYPED NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

COMPANY: \_\_\_\_\_

DATE: \_\_\_\_\_

PLAN ACCEPTED BY: \_\_\_\_\_ DATE: \_\_\_\_\_  
(CONTRACTING OFFICER)

AGENCY: \_\_\_\_\_

\* THE INDIVIDUAL SIGNING THE PLAN SHOULD BE AN EXECUTIVE OF THE COMPANY AND NOT THE DESIGNATED PLAN ADMINISTRATOR.

NOTE TO CONTRACTING OFFICER: UPON INCORPORATION OF A PLAN INTO THE CONTRACT, INDICATE HEREIN THE DOLLAR VALUE OF THE CONTRACT \$ \_\_\_\_\_

DATE THAT PLAN WAS FORWARDED TO COGNIZANT DCMA OFFICE. \_\_\_\_\_

Revised: 1/02

PL 1030

ATTACHMENT 2  
PART A & B

## **EDI Implementation Guidelines**

May 1, 1998  
STORES

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## Section 1.0 General Information

### 1.1 Contacts

Contact For	Name	Phone Number
DPSC System (STORES)	Tom Tarpey	(215) 737-4507
EDI Information	DoD Elec Comm Info Ctr	(800) 334-3414
EDI Information	Elec Comm Regional Ctr	<a href="http://www.saecrc.org">http://www.saecrc.org</a>
EDI Technical Support	Karen Conroy-Hegarty	(215) 737-7550
Network Technical Support	DAASC – Jordan Henderson	(937) 656-3804
DAASC Technical Support	Hotline Desk	(513) 296-5914
Prime Vendor Coordination	Lillian Gardner	(215) 737-9231
STORES Technical Support	STORES Help Desk	(800) 655-7928

### 1.2 EDI - How It Works

Orders are generated on a regular basis by the customer's requisition systems or keyed in by the customer and sent electronically to the vendor. The order data is passed through EDI translation software where it is converted into a standard structured format and a file is generated for the vendor. The system which performs this translation and transmission from the military customer's ordering point is the Subsistence Total Ordering and Receiving Electronic System (STORES).

Purchase orders are transmitted electronically to a network on a daily basis. The customer may order more than once a day. The network processes the files into the vendor's mailbox where the orders are held awaiting pick-up by the vendor. Replies are sent to the network by vendors to acknowledge that the transmission was received. These acknowledgments are picked up later by each customer's system. Each party communicates with the network, which greatly simplifies the process.

When the network delivery to the vendor is complete, optimal use of the data by the vendor will be achieved when the vendor converts the purchase order data from the standard transmission format into their own internal format. Vendor processing can then occur without having to key the purchase order data.

Vendors provide initial and updated catalog item and price data via EDI. This data is transmitted to the Defense Personnel Support Center (DPSC) and not directly to the customer.

### 1.3 Parties Involved

There are approximately \_\_\_ military bases participating CONUS-wide with an approximate total of \_\_\_ purchasing locations. The central coordination for all activity is DPSC located in Philadelphia, PA.

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Orders to be sent via EDI are determined by the customer's purchasing locations at the military base. These locations can be a dining facility, warehouse, depot, hospital, ship, child care center, or other facility. The purchasing locations are determined by the needs of the customer.

It is assumed that the participating vendor will handle via one EDI communication point all customer orders for any location within the contract geographical area. Other vendor or distributor's participation levels may be negotiable, and should be discussed with the DPSC EDI Coordinator.

### **1.4 Transaction Sets**

When the customer sends the 850 Purchase Order to the vendor, a summary transaction is also sent to DPSC via EDI. This summary transaction contains only a total purchase order dollar amount and number of food items ordered. When the customer receives the goods ordered, quantities received are recorded using the STORES system. Once the receipts are approved and released, the 861 Receipt transaction set is used to send the details to DPSC. Vendors may receive copies of the 861 Receipt if desired.

Customers will not issue order cancellations via EDI. Vendors will not directly notify the customer of price changes, term changes, or deletions. The vendor sends this information via EDI to DPSC via the 832 Catalog transaction set. Once the appropriate updates are completed on the STORES MIS catalog, DPSC will send the 832 transaction set to all customers with the updated catalog information.

The EDI transaction sets are described in detail in later sections of this guideline. Vendors must be able to support the 850 Purchase Order, 832 Catalog, 997 Functional Acknowledgment, and, if desired, the 861 Receipt.

### **1.5 Software**

All DPSC customers will be using the same EDI software and network to transmit orders. A standard system will be installed at all the participating military bases. Standard procedures have been implemented to ensure the distributed operations can be controlled and maintained from the central site in Philadelphia.

The vendor may select any software that supports the transaction sets currently traded and any sets that may be traded in the future.

### **1.6 Networks**

Networks are used as a clearinghouse for all transmissions. Sending and receiving parties may work independently of each other by letting the network handle problems such as storage, communication incompatibilities, scheduling and retransmission.

DPSC pays the network charges for delivery of the customer's documents to the network.

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The vendor will pay the charges for delivery of the customer's documents from the network to the vendor's system. Vendors may access the network by various means. Access may be via dial-up modem or via an Internet utility.

Various means of carrying data among the customers, vendors, and DPSC are being considered at this point. One of the most likely scenarios uses the Internet to pass and receive transactions. This may require that the vendor use an Internet service provider to access STORES.

### 1.7 Standards

DPSC subscribes to the American National Standards Institute (ANSI) X12 standards. The version supported in the purchase order transaction set is Version 3 Release 4 Subrelease 2. Version 3060 may also be supported in future releases of STORES. ANSI X12 documentation may be obtained from:

EDI Support Services, Inc.  
PO Box 203  
Chardon, Ohio 44024  
1-800-334-4912

Once a new version of standards has been adopted and documented, DPSC will evaluate the changes to determine the impact to the system. DPSC will progress to a new version of the standards as needs justify. In such instances, the old version of the standards will continue to be supported as long as seems practical and necessary.

When it is necessary to convert to a new version of standards, DPSC will contact all trading partners and will furnish the date when DPSC will be prepared to transmit and receive messages in the new format. Appropriate document layouts will also be furnished. Arrangements can be made through the DPSC EDI Coordinator to conduct a test transmission using the new version of standards.

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## **Section 2.0 Trading Partner Setup**

### **2.1 Legal**

Before DPSC customers can progress from test to production mode with the purchase order transaction, an Electronic Purchase Agreement (EPA) should be ratified. An EPA is a contract between the vendor and DPSC to send and receive documents electronically and in no way interferes with the contract, general purchase agreement or Purchase order terms.

### **2.2 Phase I - Sample Test File**

During the Sample Test Phase generic purchase orders will be sent to vendors to ensure capability of receiving the customer's orders. Similarly, catalog files will be sent from the vendor to DPSC to test catalog transmission. Verbal notification is given to indicate successful sends and receives.

## Section 3.0 Production Procedures

### 3.1 Outgoing Transmission Schedule

Currently, DPSC customers will only be transmitting outbound 850 purchase orders. Vendors will respond to 850 purchase orders with a 997 functional acknowledgment. Vendors will also send 832 Catalog transaction sets to DPSC. Additional transaction sets may be implemented at a future date. At that time the DPSC EDI coordinator will notify the customer and vendor with the appropriate information. DPSC customers and vendors have access to the network at any time. There is a scheduled batch process at DPSC which begins at 6:00 p.m. EST/EDT each day. Transactions received in Philadelphia, PA after that time will not be processed until the next day. Network overhead should be taken into account; allow 15 to 60 minutes depending on network traffic.

### 3.2 Verification of Transmission

DPSC customers expect the vendor to send a Functional Acknowledgment upon receiving an order transmission. Most systems can be programmed to send these automatically.

### 3.3 Problem Recovery During Production

During test mode, transmission problems are generally not recovered. After moving into production mode, delays, omissions, duplicates or any other type of error have to be addressed promptly. In the unlikely event that a delay lasts three days or longer, the DPSC customer will contact the vendor concerning the need to transmit hardcopy orders.

If the Interchange Control Number (ISA13 element) is received more than once, the vendor should not process the duplicate transmission. Although the DPSC standard software has the constraints to prevent sending out duplicate purchase orders, the vendor may still need to consider making a software check for purchase order numbers that may be inadvertently sent more than once.

It is DPSC's intent to successfully deliver data to the network for each vendor on each scheduled day. If the customer is unable to accomplish this by the agreed upon time, the customer will attempt to complete the delivery by no later than the next scheduled transmission. If the customer is reasonably confident of resolving the problem within that 24 hour period, there is no need to contact the receiving party.

If communications with the network fail due to a problem which is not corrected by the next scheduled transmission, the party experiencing the problem should evaluate the situation as soon as possible and discuss it with the other party. If a hardware or software problem appears to be of a magnitude to extend for more than three scheduled transmissions, an alternative means of communication may need to be chosen. Such situations will have to be evaluated on an individual basis to determine the proper

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corrective action. If it is necessary to start conventional communications again, both parties should reestablish EDI as soon as possible for all subsequent messages.

The DPSC STORES Help Desk or DPSC Account Manager should be promptly contacted with operational concerns related to purchase order transactions.

## Section 4.0 EDI Transaction Sets

### 4.1 832 Catalog (Vendor to DPSC)

The 832 Catalog uses the standard EDI transaction set for the 832 Price/Sales Catalog. All food ordering sites will receive the 832 Catalog weekly. DPSC prepares and sends the catalog update information on Sunday night. DPSC customers will retrieve the new catalog on the following Monday morning. This 832 transaction set is referred to as the 832 Catalog (DPSC to Customers).

Once the vendor processes catalog updates, the vendor produces the cross reference details. This information is sent to DPSC via the 832 transaction set. This transaction set is referred to as the 832 Catalog (Vendor to DPSC) and is described below.

Segment	Element	Value	Size
ST Transaction Set Header	ST01	"832"	
	ST02	n/a	
BCT Beginning Segment for Price/sales Catalog	BCT01	"PC" - price catalog	
	BCT02	contract-number	13 AN
DTM Date/Time Reference	DTM01	"152" - effective date of change	
	DTM02	update-date	date
	DTM03	update-time (HHMMSS)	time
LIN Item Identification	LIN01	line-number	4 UI
	LIN02	"SW" - stock number	
	LIN03	stock-number	13 AN
	LIN04	"VP" - vendor part	
	LIN05	part-number	25 AN
	LIN06	"ZZ" - mutually defined to indicate the type of change	
	LIN07	update-indicator	1 AN

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Segment	Element	Value	Size
	LIN08	"ZZ" - mutually defined to indicate economic indicator	
	LIN09	economic indicator	2 AN
PID Product/Item Description	PID01	"F" - free form	
	PID02	"GEN" - general	
	PID03	n/a	
	PID04	n/a	
	PID05	DSCP item-description	80 AN
P04 Item Physical Detail	PO401	units-per-purchase-pack	4 UI
	PO402	package-size	8 explicit decimal 2 "12345.78"
	PO403	package-unit-of-measure	2 AN
	PO404	packaging-code	5 AN
ITD Terms of Sale	ITD01	"16" - Prompt Payment Act	
	ITD02	n/a	
	ITD03	n/a	
	ITD04	n/a	
	ITD05	n/a	
	ITD06	n/a	
	ITD07	n/a	
	ITD08	n/a	
	ITD09	n/a	
	ITD10	n/a	
	ITD11	n/a	
	ITD12	Brand Name	40 AN
CTP Pricing Information	CTP01	n/a	
	CTP02	"STA" - standard price	
	CTP03	vendor-price	10 explicit decimal 2
	CTP04	n/a	
	CTP05	unit-of-measure	2 AN
	CTP06	"SEL" Price Multiplier Qualifier	3

PART A

Subsistence Prime Vendor

ATTACHMENT 2

Segment	Element	Value	Size
	CTP07	ratio-numerator	4 UI
	CTP08	ratio-denominator	4 UI
CTT Transaction Totals	CTT01	total number of line items	4 UI
SE Transaction Set Trailer	SE01	number of included segments	
	SE02	transaction set control number	

PART A

Subsistence Prime Vendor  
ATTACHMENT 2

#### 4.2 850 Purchase Order (Customer to Vendor)

All food ordering sites will use the 850 Purchase Order. Once the order is approved and released from the STORES system, the user will send the 850 to the vendor. Orders may be sent any number of times during the day. Once an order is received by the vendor, the vendor will send the 997 Functional Acknowledgment back to the customer. This will confirm that the order was successfully received by the vendor.

Segment	Element	Value	Size
ST Transaction Set Header	ST01	"850"	
	ST02	n/a	
BEG Beginning Segment for Purchase Order	BEG01	"00" - original	
	BEG02	"NE" - new order	
	BEG03	purchase-order-number	14 AN
	BEG04	contract -order-number	4 AN
	BEG05	contract-order-date	date
	BEG06	contract-number	13 AN
DTM Date/Time Reference	DTM01	"002" delivery requested	
	DTM02	required-delivery-date	6 AN
N1 Name	N101	"ST" ship to	
	N102	n/a	
	N103	"10" - Department of Defense Activity Address Code (DoDAAC)	2 AN
	N104	ship-to-dodaac	6 AN
N2 Additional Name Information	N201	ship-to-facility name or number	35 AN
	N202	ship-to-building name or number	35 AN
N3 Address Information	N301	ship-to-address-1	35 AN
	N302	ship-to-address-2	35 AN

PART A

Subsistence Prime Vendor  
ATTACHMENT 2

Segment	Element	Value	Size
N4 Geographic Location	N401	ship-to-city	25 AN
	N402	ship-to-state	2 AN
	N403	ship-to-zip	9 UI
PO1 Baseline Item	PO101	line-item-number	4 UI
	PO102	quantity	5 UI
	PO103	unit-of-measure	2 AN
	PO104	vendor-selling-price	10 explicit decimal 2 "1234567.90"
	PO105	n/a	
	PO106	"VP" - vendor part	
	PO107	vendor-part-number	25 AN
	PO108	"SW" - stock-number	15 AN
	PO109	stock-number	15 AN
	PO110	"ZZ" - mutually defined	
	PO111	FIC	3 AN
PID Production/Item Description	PID01	"F" - free form	
	PID02	n/a	
	PID03	n/a	
	PID04	n/a	
	PID05	DSCP item-description	80 AN
	CTT Transaction Totals	CTT01	line-item-number
CTT02		total-purchase-order-dollar	12 explicit decimal 2
SE01		number of included segments	-
SE02		transaction set control number	

## 4.3 861 Receipt

The 861 Receipt uses the standard EDI transaction set for the 861 Receipt Advice. At each food ordering location, once the goods have been received, the user records the quantity received, approves and releases the receipts to DPSC. This information is formatted in the 861 transaction set. Each 850 Purchase Order will have a matching 861 Receipt. All 861 Receipts will be sent from the customer to DPSC to be forwarded to DPSC's DISMS system for vendor payment. In addition, the Prime Vendor may request to receive a copy of the 861 Receipt.

Segment	Element	Value	Size
ST Transaction Set Header	ST01	"861"	3 ID
	ST02	n/a	
BRA Beginning Segment for Receiving Advice	BRA01	P.O. number	14 AN
	BRA02	date received (YYMMDD)	6 DT
	BRA03	"00"	2 ID
	BRA04	"1"	1 ID
REF Reference Numbers	REF01	"1I"=order num "CT"=contract num	2 ID
	REF02	either order num or contract num	1-30 AN
DTM Date and Time Reference	DTM01	"002"	3 ID
	DTM02	required delivery date (RDD) (YYMMDD)	6 DT
N1 Name	N101	"ST"	2 ID
	N102	ship-to DODAAC	1-35 AN
	N103	"10"	2 ID
	N104	supplemental DODAAC	2-17 AN

PART A

Subsistence Prime Vendor  
ATTACHMENT 2

Segment	Element	Value	Size
RCD Receiving Conditions	RCD01	CLIN	1-11 AN
	RCD02	quantity received	1-9 R
	RCD03	"ZZ"	2 ID
	RCD04	STORES software version	1-9 R
	RCD05	"ZZ"	2 ID
	RCD06	quantity ordered	1-9 R
	RCD07	"ZZ"	2 ID
	RCD08	vendor price	1-9 R
LIN Item Identification	LIN01	CLIN	1-11 AN
	LIN02	"A4"	2 ID
	LIN03	DPSC stock number	1-30 AN
REF Reference Numbers - to identify Document Number, Signal and Fund Codes	REF01	"ZZ" = document number "T4" = signal code "FU" = fund code	2 ID
	REF02	either document number, signal code, or fund code	1-30 AN
	REF03	n/a	
CTT Transaction Totals	CTT01	number of line items	1-6 NO
	CTT02	total dollar value	1-10 R
SE Transaction Set Trailer	SE01	number of included segments	1-10 NO
	SE02	transaction set control number	4-9 AN

ATTACHMENT 2

**PART B**

810 INVOICE VERSION 3050 FUNCTION GROUP=IN

This Draft Standard for Trial Use contains the format and establishes the data contents of the Invoice. Transaction Set (810) for use within the context of an Electronic Data Interchange (EDI) environment. The transaction set can be used to provide for customary and established business and industry practice relative to the billing for goods and services provided.

**Prime Vendor(s) NOTE:** Certain data segments will require data transmitted as it appears on the Purchase Order. Reference page 1A.

<u>TABLE 1</u>			
<u>POS NO</u>	<u>SEG ID</u>	<u>DESCRIPTION</u>	<u>REQ</u>
010	ST	Transaction Set Header	M
020	BIG	Beginning Segment for Invoice	M
		<b><u>Loop I.D. - N1</u></b>	
070	N1	Name	O (M for DSCP)
110	REF	Reference Number	O (M for DSCP)
130	ITD	Terms of Sale	O
140	DTM	Date/Time Reference	O (M for DSCP)
		<b><u>Loop I.D. - IT1</u></b>	
010	<u>TABLE 2</u> IT1	Baseline Item Data (Invoice)	O (M for DSCP)
		<b><u>TABLE 3</u></b>	
010	TDS	Total Monetary Value Summary	M
		<b><u>Loop I.D. - SAC</u></b>	
040	SAC	Service, Charge Information	O
		<b><u>Loop I.D. - ISS</u></b>	
070	CTT	Transaction Totals	O (M for DSCP)
080	SE	Transaction Set Trailer	M

**PART B**

810 INVOICE VERSION 3050 FUNCTION GROUP=IN

The following information applies to PRIME VENDORS only!!

**Baseline Item Data (IT1): PAGE 8.**

1. Contract Line Item Number (CLIN): The very "FIRST CLIN" as it appears on the Purchase Order, "MUST" be transmitted in the IT101. Data is required in all IT1 segments.

a. If the "FIRST CLIN" was "NOT" delivered, the CLIN must still be transmitted in the IT101; and ZERO fill the quantity and price field(s).

b. This is Optional. *If*, additional CLIN(s) on the same Purchase Order have not been delivered, data "MAY" be transmitted, but is not required.

2. Contract lines CLIN(s) must be transmitted in line sequence as shown on each Purchase Order.

3. Separate Transaction Headers (ST segments) are required for each Purchase Order invoiced.

4. Any "new" CLINS/line items, (substitutions & adds) must appear as the last line on the invoice. Adds "MUST" start with CLIN number 9999AA, 9999AB. As Call date's change, 9999AA maybe recycled. SEE EXAMPLES...

a) SP030098D1234 063A = CLIN # 9999AA  
063A = CLIN # 9999AB  
063A = CLIN # 9999AC

b) SP030098D1234 064T = CLIN # 9999AA  
064T = CLIN # 9999AB  
064T = CLIN # 9999AC

ATTACHMENT 2

**PART B**

Revised as of July 30, 1998.

1A

SEG ID      ST Transaction Set Header  
 POS NO     010  
 REQ DES    Mandatory  
 MAX USE    1

PURPOSE    Indicates the start of transaction set and to assign a control number

DATA ELEMENT SUMMARY						
REF	ELE ID	DESCRIPTION	REQ	TYPE	LENGTH	
ST01	143	Transaction Set Identifier Code Code uniquely identifying a Transaction set. 810 X12.2 Invoice	M/Z	ID	3/3	
ST02	329	Transaction Set Control Number Identifying control number that must be unique within the Transaction set functional group assigned by the originator For a transaction set	M	AN	4/9	

**NOTE:**

The transaction set identifier (ST01) used by the translation routine of interchange partners to select the appropriate transaction set definition.  
 (e.g. 810 selects the invoice transaction set)

**EXAMPLE**

ST\*810\*000004110

ATTACHMENT 2

**PART B**



SEG ID        BIG Beginning Segment for Invoice  
 POS No       020  
 REQ DES      Mandatory  
 MAX USE      1

PURPOSE      Indicates the beginning of an invoice transaction set and to  
 Transmit identifying numbers and dates

DATA ELEMENT SUMMARY						
REF	ELE ID	DESCRIPTION	REQ	TYPE	LENGTH	
BIG01	373	Invoice Date (YYMMDD) * Date of the invoice		M/Z	DT	6/6
BIG02	76	Invoice Number Identifying number assigned by issuer		M	AN	1/8
BIG04	324	Contract Number (PIIN) SP030098D1234 0 = numeric zero		M	AN	13/13
BIG05	328	Release Number/Call (e.g. 063A)		M	AN	4/4
BIG07	640	Transaction Type Code DI= Debit Invoice		M	ID	2/2
BIG08	353	Transaction Set Purpose Code ZZ = Mutually Defined		M	ID	2/2

**NOTE:**  
 BIG04 - Do not transmit dashes or slashes  
 BIG08 - Applied to Invoices for "PRIME VENDORS ONLY"  
 \*\* Non-Prime Vendors do not use BIG08

**EXAMPLE**

P.V. transmits    BIG\*980303\*DSCP1111\*\*SP030098D1234\*063A\*\*DI\*ZZ  
 Non P.V.        BIG\*980303\*DSCP1111\*\*SP030098D1234\*063A\*\*DI

ATTACHMENT 2

**PART B**

Loop Repeat 200

SEG ID N1 Loop ID  
 POS NO 070  
 REQ DES Optional (Mandatory for DSCP)  
 MAX USE 1

PURPOSE Identify a party by type of organization, name and code

DATA ELEMENT SUMMARY					
REF	ELE ID	DESCRIPTION	REQ	TYPE	LENGTH
N101	98	Entity Identifier Code ST = Ship To	M	ID	2/2
N102	93	Name (e.g. FT Sam Houston TX)	X	AN	1/35
N103	66	Identification Code Qualifier 10 = Dept of Defense Activity Address Code (DoDAAC)	X	ID	2/2
N104	67	Identification Code/DoDAAC (e.g. FT9068)	X	AN	6/6

EXAMPLE

N1\*ST\*FT SAM HOUSTON TX\*10\*FT9068

ATTACHMENT 2

**PART B**

SEG ID      REF Reference Number  
POS NO      110  
REQ DES     Optional (Mandatory for DSCP)  
MAX USE     12

PURPOSE    Specify identifying numbers (DSCP-Purchase Order Number)

DATA ELEMENT SUMMARY					
REF	ELE ID	DESCRIPTION	REQ	TYPE	LENGTH
REF01	128	Reference I.D. Qualifier RQ = Purchase Requisition Number	M	ID	2/2
REF02	127	Reference I.D. / Purchase Order No. (e.g. FT906880631234)	X	AN	14/14

EXAMPLE

REF\*RQ\*FT906880631234

ATTACHMENT 2

**PART B**

SEG ID     ITD Terms of Sale  
 POS NO    130  
 REQ DES   Optional \*\* See Note Below  
 MAX USE   >1

PURPOSE   To specify terms of sale

DATA ELEMENT SUMMARY					
REF	ELE ID	DESCRIPTION	REG	TYPE	LENGTH
ITD01	336	Terms Type Code 16 = Prompt Payment Act	O	ID	2/2
ITD03	338	Terms Discount Percent Terms discount percentage, expressed as A percent, available to the purchaser if an invoice is paid on or before the terms days due (e.g. 2% = 00.020)	O	R3	1/6
ITD04	370	Terms Discount Due Date (YYMMDD)	O	DT	6/6
ITD05	351	Terms Discount Days Due Number of days in the terms discount period By which payment is due if terms discount is earned (e.g. 15 = 015)	X	N	3/3

**NOTE:**  
 Use only "IF" Contract Terms are better than current Contract Terms and Conditions  
 in DSCP Contracts

**EXAMPLE**

ITD\*16\*\*00.020\*980310\*015  
 Decimal uses one position in Length. Zero fill ITD03 and ITD05

ATTACHMENT 2

**PART B**

SEG ID     DTM Date/Time Reference  
POS NO     140  
REQ DES    Optional (Mandatory for DSCP)  
MAX USE    10

PURPOSE    To specify pertinent dates and times

DATA ELEMENT SUMMARY						
REF	ELE ID	DESCRIPTION	REQ	TYPE	LENGTH	
DTM01	374	Date/Time Qualifier 011 = Shipped	M	ID	3/3	
DTM02	373	Date (YYMMDD)	X	DT6/6		

**EXAMPLE**

DTM\*011\*980301

ATTACHMENT 2

**PART B**

**PRIME VENDORS ONLY!!!**

Loop Repeat 200000

SEG ID       IT1 Baseline Item Data (Invoice)  
 POS NO       010  
 REQ DES      Optional (Mandatory for DSCP)\*\*See Note Below  
 MAX USE      1

PURPOSE     Specify the basic and most frequently used line item data  
 (CLIN level) for the invoice and related transactions

DATA ELEMENT SUMMARY					
REF	ELE ID	DESCRIPTION	REQ	TYPE	LENGTH
IT101	350	Assigned Identification Contract Line Item Number (CLIN) **(e.g. 0001)	O/Z	AN	4/6
IT102	358	Quantity Invoiced (e.g. 10 = 000000010)	X	N	1/9
IT103	355	Unit or Basic Measurement	X	ID	2/2
IT104	212	Price-extended CLIN \$\$ Amt *decimal uses one position length (e.g. 25.50 = 0000025.50)	X	R2	1/10
IT106	235	Product/Service I.D. Qualifier FS = National Stock Number	X	ID	2/2
IT107	234	Product/Service I.D. NSN (e.g. 891500E210123)	X	AN	13/13
IT108	235	Product/Service I.D. Qualifier ZZ = Mutually Defined	X	ID	2/2
IT109	234	Product/Service I.D. PV = Prime Vendor	X	AN	2/2

**NOTE: PRIME VENDORS ONLY::: Data required in all segments.**

**EXAMPLE**

IT1\*0001 \*10\*CA\*\*0000025.50\*\*FS\*891500E210123\*ZZ\*PV  
 Refer to page 1A "IF" CLIN was NOT shipped- (e.g. zero fill quantity and price field)

SEG ID IT1 Baseline Item Data (Invoice)  
 POS NO 010  
 REQ DES Optional (Mandatory for DSCP)\*\*See Note Below  
 MAX USE 1

PURPOSE Specify the basic and most frequently used line item data (CLIN level) for the invoice and related transactions

DATA ELEMENT SUMMARY					
REF	ELE ID	DESCRIPTION	REQ	TYPE	LENGTH
IT101	350	Assigned Identification Contract Line Item Number (CLIN) **(e.g. 0001)	O/Z	AN	4/6
IT102	358	Quantity Invoiced (e.g. 10 = 000000010)	X	N	1/9
IT103	355	Unit or Basic Measurement	X	ID	2/2
IT104	212	Price-extended CLIN \$\$ Amt *decimal uses one position length (e.g. 25.50 = 0000025.50)	X	R2	1/10
IT106	235	Product/Service I.D. Qualifier FS = National Stock Number	X	ID	2/2
IT107	234	Product/Service I.D. NSN (e.g. 891500E210123)	X	AN	13/13
IT108	235	Product/Service I.D. Qualifier ZZ = Mutually Defined	X	ID	2/2
IT109	234	Product/Service I.D. PV = Prime Vendor	X	AN	2/2
IT110	235	Product/Service I.D. Qualifier VN=Vendor Code Qualifier	X	ID	2/2
IT111	234	Product/Service I.D. (e.g. 12345678)	X	AN	13/13

- This information is the Prime Vendors Part Number
- 

**NOTE: PRIME VENDORS ONLY:::** Data required in all segments.

**EXAMPLE**

IT1\*0001 \*10\*CA\*\*0000025.50\*\*FS\*891500E210123\*ZZ\*PV\*VN 12345678  
 Refer to page 1A "IF" CLIN was NOT shipped- (e.g. zero fill quantity and price field)

ATTACHMENT 2

**PART B**

SEG ID      TDS Total Monetary Value Summary  
POS NO      010  
REQ DES     Mandatory  
MAX USE     1

PURPOSE    Specify the total dollar amount of the invoice

DATA ELEMENT SUMMARY					
REF	ELE ID	DESCRIPTION	REQ	TYPE	LENGTH
TDS01	610	Amount of Total Invoice (e.g. 123.45 = 0000012345)	M	N2	1/10

EXAMPLE

TDS\*0000012345

ATTACHMENT 2

**PART B**

Loop Repeat 25

SEG ID SAC Service, Promotion, Allowance, or Charge Information  
 POS NO 040  
 REQ DES Optional  
 MAX USE 1

PURPOSE To request or identify a service, promotion, allowance, or charge

DATA ELEMENT SUMMARY					
REF	ELE ID	DESCRIPTION	REQ	TYPE	LENGTH
SAC01	248	Allowance or Charge Indicator C = Charge	M/Z	ID	1/1
SAC05	610	Total Amount of Service (e.g. 30.50 = 0000003050)	O/Z	N2	1/10

EXAMPLE
SAC*C****0000003050

ATTACHMENT 2

**PART B**

SEG ID     CTT Transaction Totals  
POS NO     070  
REQ DES    Optional (Mandatory for DSCP)  
MAX USE    1

PURPOSE    To transmit a hash total for a specific element in  
            The transaction set

DATA ELEMENT SUMMARY					
REF	ELE ID	DESCRIPTION	REQ	TYPE	LENGTH
CTT01	354	Number of CLIN Line Items Invoiced	M	No	1/6

EXAMPLE
CTT*125

ATTACHMENT 2

**PART B**

SEG ID SE Transaction Set Trailer  
POS NO 080  
REQ DES Mandatory  
MAX USE 1

PURPOSE Indicates the end of the transaction set and provide the count of the Transmitted segments (including the beginning (ST) and ending (SE) segments)

DATA ELEMENT SUMMARY					
REF	ELE ID	DESCRIPTION	REQ	TYPE	LENGTH
SE01	96	Number of Included Segments	M	N	1/10
SE02	329	Transaction Set Control Number	M	AN	4/9

EXAMPLE

SE\*30\*000004110

**DELIVERY POINTS/CUSTOMERS**

**ZONE 1**

NORFOLK NAVAL STATION  
NORFOLK, VA.

USNS SUPPLY  
USNS SATURN  
USNS SIRUS  
USNS SPICA  
USNS ARCTIC

**ZONE 2**

U S NAVAL STATION EARLE  
EARLE, NJ.

USS SEATTLE  
USS DETROIT

# Attachment 4

SOLICITATION NO: SP0300-02-R-4035

PAGE 1 OF 5

STOCK NUMBER	ITEM DESCRIPTION
8905-00 - 419 - 4320	BACON, CANADIAN, FZN, UNSLCD, 22 LB AVG CS Q54
8905-01 - E09 - 1074	BACON, CKD, FZN, SLICED, 1200 SLICES, 24 LB AVG CS Q01
8905-01 - 296 - 5525	BEEF, CORNED, BRISKET, BNLS, CKD, FZN, 12 LB AVG EA, 48 LB CS Q27
8905-01 - E09 - 0458	BEEF, CUBED, FZN, 4-6 OZ EA, 53 LB AVG CS Q10
8905-00 - 177 - 5017	BEEF, DICED, STEWING, FZN, 8/7 LB AVG, 55 LB AVG CS Q28
8905-01 - E09 - 7787	BEEF, EYE OF RND, FZN, BNLS, CKD, 5 LB AVG, 50 LB AVG CS Q08
8905-01 - 388 - 1164	BEEF, FAJITA STRIPS, 5/10 LB PG PER CS Q15
8905-01 - 420 - 5255	BEEF, GRD, FZN, 90% LEAN, 4/10 LB PGS PER CS Q45
8905-01 - E19 - 6550	BEEF, PATTIES, CHARBOILED, CKD, 5 TO 6 OZ 40 LB AVG CS L69
8905-01 - 369 - 4421	BEEF, PATTIES, FZN, 144/4 OZ EA, 36 LB CS Q47
8905-01 - 056 - 9123	BEEF, RIBEYE ROLL, FZN, 5/10 LB AVG, 53 LB AVG CS Q37
8905-00 - 133 - 5886	BEEF, ROUND (OVEN RST), KNUCKLE, PLD, FZN, 53 LB AVG CS Q17
8905-01 - E19 - 5155	BEEF, SALISBURY STEAK, CKD, FZN, 160/4 OZ. 40 LB AVG CS L63
8905-00 - 582 - 1323	BEEF, TENDERLOIN, FZN, 10/5 LB AVG, 50 LB AVG CS Q40
8905-01 - E19 - 2660	BEEF, TOP SIRLOIN STEAK, CC, 10 OZ EA, 53 LB AVG Q07
8905-01 - 419 - 3218	CHICKEN, 8 PC, FZN, RTC, 4/10 LB BG, 40 LB AVG CS Q70
8905-01 - E19 - 8986	CHICKEN, BONED, 12/29-34 OZ.CO PER CS A17
8905-01 - 369 - 4422	CHICKEN, BREAST, BNLS, 4 OZ EA, 6/5 LB AVG PER CS Q68
8905-01 - 388 - 1064	CHICKEN, FAJITA STRIPS, 5/10 LB PG PER CS Q58
8905-01 - 114 - 1457	CHICKEN, FILLET, CKD, BRD, FZN, 5 OZ EA, 40 LB AVG CS Q61
8905-01 - 211 - 4056	CHICKEN, NUGGETS, BRD, CKD, IQF, 0.5 OZ EA, 40 LB CS Q64
8905-01 - E09 - 7386	CHICKEN, WINGS, UNBRD, FZN, JUMBO, HOT PEPPER GLAZED 2/5LB BG L73
8905-00 - 079 - 2796	CHICKEN,CUT UP, BRD, CKD, FZN, BREAST, THIGH, DRMSTK, 27 LB AVG CS Q57
8905-01 - 125 - 2288	FISH, CATFSH FILLET, FZN, SKNLS, 5 TO 7 OZ AVG, 3/15 LB AVG PER CS Q51
8905-00 - 127 - 8472	FISH, COD, FILLET, FZN, SKNLS, 5 OZ EA, 45 LB AVG CS Q78
8905-01 - E19 - 0304	FISH, POLLOCK, PORTIONS,CKD, BRD, FZN, SKNL 4 OZ EA, 40 LB AVG CS L64
8905-01 - E19 - 5282	FISH, SCALLOPS, BRD FZN READY TO COOK 18/2 LB 36 LB CS R74
8905-00 - 960 - 2303	FISH, SHRIMP, BRD, RAW, FZN, PLD, 21/25 CT, 30 LB CS R82
8905-00 - 582 - 4039	FISH, SHRIMP, RAW, P & D, IQF, 26/31 CT, 36 LB AVG CS R84
8905-00 - 935 - 3161	FISH, TUNA, 6/66.5 OZ CN A32
8905-01 - E19 - 2177	FISH, TUNA, LIGHT MEAT, 43 OUNCE FLEXIBLE POUCH A32
8905-00 - 782 - 3190	FRANKFURTERS, FZN, MEAT, 20/2 LB PG 40 LB CS Q95
8905-01 - E09 - 5339	HAM, BNLS, CKD, FZN, FOOTBALL SHAPE, 10-12 LB AVG, 44 LB CS R01
8905-01 - 039 - 8809	HAM, BNLS, CKD, PULLMAN, 4/12.5 LB CN, 50 LB CS U16
8905-01 - E19 - 5157	MEATBALLS,CKD, NO SAUCE, 1/2 OZ. 20 LB CS L62
8905-01 - 452 - 2656	PEPPERONI, SLICED, FZN, 2/10 LB AVG, 20 LB CS R37
8905-01 - 452 - 1999	PORK CHOPS, CC, BONE IN, FZN, 5 TO 7 OZ EA, 55 LB AVG CS R53
8905-01 - E19 - 5159	PORK LOIN, WHOLE, BNLS, CC, CKD, 5 LB MIN, 48 LB AVG CS L66
8905-00 - 753 - 6503	PORK, DICED, FZN, 8/7 LB AVG, 55 LB AVG CS R44
8905-01 - E19 - 5158	RIBS, BABY BACK, CKD, FZN, 28-30 LBS AVG CS L65
8905-01 - 458 - 4204	SAUSAGE, PATTIES, PORK, CKD, FZN, 1.5 TO 2.5 OZ, 4/10 LB PG R67
8905-01 - E09 - 5571	TURKEY BREAST, CKD, FZN, HONEY RSTED 8-9 LB AVG, 40 LB AVG CS R81
8905-00 - 262 - 7274	TURKEY, BNLS, FRZ, RAW, NETTED,4/9-11 LB AVG, 43 LB AVG CS R89
8905-01 - 369 - 5092	TURKEY, GRD, BULK, FZN, 90/10, 4/10 LB PG PER CS R94
8905-00 - 543 - 7333	TURKEY, WHOLE, HEN, FZN, RTC, 4/11-13 LB AVG. 45 LB AVG CS R95

# Attachment 4

SOLICITATION NO: SP0300-02-R-4035

PAGE 2 OF 5

STOCK NUMBER	ITEM DESCRIPTION
8905-01 - E19- 5156	VEAL, STEAK, FLAKED, BRD, CKD, FZN, 40 LB AVG CS L67
8910-00 - 616 - 0038	BUTTER, SALTED, FZN, 36/1 LB PRINTS 36 LB CS S01
8910-01 - 414 - 1567	CHEESE BLEND, PIZZA, FRZ, SHREDDED, 4/5 LB BG 20 LB CS S09
8910-00 - 656 - 0993	CHEESE, AMERICAN, SLICED, 20 LB AVG CS U38
8910-01 - E19- 5160	CHEESE, CHEDDAR, CUBES, MILD, 2/5 LB BAGS U57
8910-01 - 418 - 7467	CHEESE, CHEDDAR, LF, SHREDDE, 4/5 LB AVG, 20 LB CS U45
8910-00 - 782 - 3765	CHEESE, GRATED, PARMESAN, 1 LB SHAKER, 12 LB CS U56
8910-00 - 965 - 1553	EGG MIX, DEHYDRATED, 12/3 CYL CN PER CS A60
8910-00 - 616 - 0051	EGG, WHOLE, FZN, 6/5 LB CO, 30 LB AVG CS S14
8910-00 - 926 - 6048	EGGS, SHELL, FRESH, MED, 30 DZ.CS, U/I DZ U69
8910-00 - 126 - 3400	ICE CREAM, VANILLA, CHOC, FRUITS, NUTS, 3 GL CO S18
8910-01 - 437 - 6909	MILK, CHOCOLATE LF 1% ( UHT 180 DAYS SHELF STABLE) 5 GL BIB A91
8910-01 - 091 - 7209	MILK, DRY, NONFAT, 6/4 LB CN A77
8910-01 - 437 - 6908	MILK, LF 1% ( UHT 180 DAYS SHELF STABLE ) 5 GL BIB A90
8910-01 - 335 - 6902	YOGURT MIX, DEHY, CHOCOLATE, FF, 6/10 CN PER CS A85
8910-01 - 335 - 6901	YOGURT MIX, DEHY, VANILLA, 6/10 CN PER CS A84
8915-00 - 251 - 8068	CRANBERRY SAUCE, JELLIED, 24/303 CN (16 OZ) C12
8915-00 - 286 - 5482	FRUIT COCKTAIL, LT SYRUP, 6/10 CN C26
8915-00 - 127 - 8272	FRUIT, APPLESAUCE 6/10 CN B10
8915-00 - 577 - 4203	FRUIT, PEACHES, SLICED, 6/10 CN C93
8915-00 - 616 - 0223	FRUIT, PEARS, HALVES, 6/10 CN C99
8915-00 - 170 - 5148	FRUIT, PINEAPPLE, SLICED, 6/10 CN D34
8915-01 - 419 - 6695	FRUIT, RAISINS, SEEDLESS, 24/15 OZ. BX D63
8915-00 - 584 - 1647	JUICE, APPLE, 12/46 OZ CN C32
8915-00 - 281 - 1809	JUICE, GRAPE, UNSWEETENED, 12/46 OZ CN C38
8915-01 - E09- 2293	JUICE, ORANGE, CONC. FZN, UNSWEETENED, 12/32 OZ CO T12
8915-00 - 241 - 2800	JUICE, ORANGE, UNSWEETENED, 12/46 OZ CN C52
8915-00 - 634 - 2439	JUICE, PINEAPPLE, UNSWEETENED, 12/46 OZ CN C58
8915-00 - 191 - 3461	ONION RINGS, FROZEN BREADED 8/2 LB BAGS T16
8915-01 - E09- 1085	TOMATO PASTE, 6/10 CN D81
8915-00 - 192 - 1512	VEG, ASPARAGUS, CUTS/TIPS, 6/10 CN B23
8915-00 - 616 - 4820	VEG, BEANS GREEN, CUT, 6/10 CN B28
8915-00 - 162 - 9878	VEG, BEANS, GREEN FRENCH CUT, 8915004938 FRZ, 12/1 LB PG, 12 LB CS S48
8915-00 - 926 - 6793	VEG, BEANS, KIDNEY, RED, 6/10 CN B34
8915-00 - 170 - 4938	VEG, BEANS, PINTO, DRY, 24/1 LB BG, 24 LB CS B44
8915-01 - E09- 7235	VEG, BEANS, REFRIED, DEHY, 12/31 OZ. POUCH SMOOTH J75
8915-00 - 062 - 6568	VEG, BEANS, WHITE, DRY, NAVY, 12/2 LB BG, 24 LB CS B55
8915-00 - 184 - 5601	VEG, BEANS, WHITE, IN TOMATO SAUCE W/PORK, 6/10 CN B54
8915-00 - 127 - 7991	VEG, BRUSSEL SPROUTS, FRZ, 12/2 LB PG, 24 LB CS S70
8915-00 - 634 - 2436	VEG, CARROTS, SLICES 6/10 CN B80
8915-00 - 160 - 6156	VEG, CAULIFLOWER, FRZ, 12/2 LB PG, 24 LB CS S76
8915-01 - E09- 9537	VEG, COLLARD GREENS 6/10 CN B98
8915-00 - 465 - 1897	VEG, CORN, CREAM STYLE, GOLDEN, 6/10 CN C02
8915-00 - 257 - 3947	VEG, CORN, GOLDEN, WHOLE KERNEL, 6/10 CN C06
8915-00 - 935 - 6620	VEG, MIXED, FRZ, 12/2-1/2 LB BG, 30 LB CS T52

## Attachment 4

SOLICITATION NO: SP0300-02-R-4035

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STOCK NUMBER	ITEM DESCRIPTION
8915-00 - 935 - 6629	VEG, MUSHROOMS, STEMS AND PIECES, 24/16 OZ CN C73
8915-00 - 127 - 9282	VEG, PEAS, SWEET, 6/10 CN D08
8915-01 - 004 - 6676	VEG, POTATO, MIX, DEHY, USE W/EXTRUDER, 6/10 CN D56
8915-00 - 139 - 7426	VEG, POTATOES, DEHY, SLICED, UNCKD, 4/5 LB BG D51
8915-00 - 133 - 5903	VEG, POTATOES, WHITE, CKD, GRANULES, 6/10 CN D53
8915-00 - 782 - 3508	VEG, POTATOES, WHITE, FF, STRAIGHT CUT, FZN, 6/5 LB BG 30 LB CS T34
8915-00 - 127 - 9677	VEG, POTATOES, WHOLE, WHITE 6/10 CN D48
8915-00 - 127 - 9772	VEG, PUMPKIN, 12/2-1/2 CN D60
8915-00 - 143 - 0931	VEG, SPINACH, CUT/WHOLE LEAF, 6/10 CN D72
8915-00 - 982 - 6036	VEG, SWEET POTATOES, WHOLE, OR CUT, LT SYRUP 6/10 CN D43
8915-01 - 373 - 4978	VEG, TOMATOES, DICED, 6/10 CN D85
8915-00 - 129 - 0825	VEG, BROCCOLI, SPEARS, FRZ, 12/2 LB PG, 24 LB CS S66
8915-00 - 044 - 1918	VEG, HASH BROWN STYLE POTATOES, 3 OZ. PORTIONS 18 LB CASE T36
8920-01 - E19- 1148	BREAD DOUGH, WHEAT, 24/18 OZ. L71
8920-01 - E19- 0924	BREAD DOUGH, WHITE, 24/18 OZ. L70
8920-00 - 935 - 3262	BROWNIE MIX, CHOC, 6/10 CN E12
8920-01 - E19- 3246	BUTTERMILK PANCAKE MIX, 6/10 CN G00
8920-00 - 823 - 7221	CAKE MIX, DEVIL'S FOOD, 6/10 CN E22
8920-00 - 823 - 7229	CAKE MIX, YELLOW, 6/10 CN E34
8920-00 - 132 - 7782	CEREAL, ASSORTED, 1/72 CT IND SERVE E56
8920-01 - E59- 5093	CEREAL, ASSORTED, ALL SWEET, 70 CT E57
8920-00 - 164 - 0448	CEREAL, RAISIN BRAN, 1/72 CT IND SERVE E38
8920-01 - 210 - 2774	CEREAL, ROLLED OATS, INSTANT ASST. 1/64 CT E67
8920-01 - 079 - 1582	CEREAL, ROLLED OATS, QUICK-COOKING, 24/18 OZ BX PER CS E66
8920-00 - 935 - 3264	COOKIE MIX, OATMEAL, 6/10 CN F11
8920-00 - 175 - 0429	COOKIE MIX, SUGAR, 6/10 CN F12
8920-00 - 435 - 4918	CORN BREAD MIX, 6/10 CN F15
8920-01 - 200 - 1644	CRACKER, ASSORTMENT, 500/2 CT PG PER 7.3 LB CS, U/I LB F22
8920-01 - 439 - 4837	FLOUR, WHITE, BREAD, 4/10 LB BG F58
8920-01 - 449 - 9598	FLOUR, WHITE, GENERAL PURPOSE, 4/10 LB BG F69
8920-01 - 134 - 3703	HOMINY GRITS, INSTANT, WHITE, 12/12 CT BX PER CS F77
8920-00 - 782 - 6353	PANCAKE MIX, 6/10 CN G01
8920-00 - 782 - 2129	PASTA, LASAGNA, 12/1 LB BX PER CS, U/I BX F87
8920-00 - 067 - 6146	PASTA, MACARONI, ELBOW, 4/10 LB BX, 40 LB CS F75
8920-00 - 126 - 3388	PASTA, NOODLES, EGG, RIBBON, 2/10 LB BX, 20 LB CS, U/I LB F99
8920-00 - 125 - 9441	PASTA, SPAGHETTI, 4/10 LB BX, 40 LB CS G20
8920-01 - E19- 5162	PASTRY DOUGH, 20/12 OZ SHEET PER CASE L72
8920-01 - E09- 1082	PIZZA CRUST, FZN 12X16 RECTANGULAR, 1/24 CT CS T68
8920-01 - E19- 5161	RICE, JASMIN, 6/10 LB BG G12
8920-01 - 226 - 3368	RICE, LONG GRAIN AND WILD BLEND, 6/36 OZ. BX PER CS, U/I BX G15
8920-01 - 250 - 6557	RICE, PARBOILED, LONG GRAIN, 6/10 LB BG PER CS, U/I BG G10
8920-00 - 160 - 6165	STARCH, EDIBLE, CORNSTARCH, 24/1 LB BX PER CS G22
8920-00 - 080 - 9096	TORTILLAS, FLOUR, 18/12 CT BG T67
8920-00 - 464 - 2227	WAFFLES, FROZEN, BROWN & SERVE 12/12 CT./ 144/.8 8# BOX T70
8925-01 - 419 - 6696	CANDY, HARD, IND. WRAP, 1 OR 2 LB PG, NOV/DEC ONLY, 24 LB CS G58

# Attachment 4

SOLICITATION NO: SP0300-02-R-4035

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STOCK NUMBER	ITEM DESCRIPTION
8925-00 - 128 - 0565	NUTS, MIXED, SHELLED, W/PEANUTS, 6/10 CN H01
8925-01 - 060 - 7500	SUGAR, BROWN, LIGHT, 12/2 LB BG PER CS H17
8925-01 - 413 - 7811	SUGAR, WHITE, GRANULATED, 4/10 LB BG PER CS H30
8925-01 - 060 - 7496	SUGAR, WHITE, POWERED, CONFECTIONER'S 12/2 LB BG H31
8925-00 - 682 - 6705	SYRUP, MAPLE, IMITATION, 6/10 CN H11
8930-00 - 197 - 1917	JAM, STRAWBERRY, 12/2 LB JR PER CS 24 LB CS H52
8930-00 - 127 - 3079	JELLY, GRAPE, 12/2 LB JR PER CS 24 LB CS H61
8930-01 - 059 - 8399	PEANUT BUTTER, SMOOTH, 12/28 OZ JR PER CS H71
8935-01 - 419 - 7031	SOUP AND GRAVY BASE, BEEF 12/1 LB PG PER CS J54
8935-01 - 419 - 7030	SOUP AND GRAVY BASE, CHICKEN, 12/1 LB PG PER CS J56
8935-00 - 480 - 4553	SOUP, CHICKEN NOODLE, 12/50 OZ CAN H91
8935-00 - 480 - 4556	SOUP, CREAM OF MUSHROOM, 12/50 OZ. CAN H98
8935-00 - 480 - 4560	SOUP, MINISTRONE, 12/50 OZ CAN J01
8940-01 - 088 - 9076	BEEF STEW 6/10 CN J79
8940-00 - 044 - 1629	BURRITOS, FZN, BEEF AND BEAN, 6 DZ PER CS, 4 OZ EA T73
8940-00 - 126 - 3394	CHILI CON CARNE, W/O BEANS, 6/10 CN J70
8940-01 - 091 - 7208	CORN DOGS, RAW 48/4 OZ. 12 LB CASE T90
8940-00 - 148 - 7142	CORNERD BEEF HASH, 6/10 CN K15
8940-01 - 074 - 4922	CREAMER, NON DAIRY, DRY, 1000 PG PER CS, U/I HD J76
8940-01 - 389 - 6155	DRESSING, FRENCH, FAT FREE 6/16 OZ. BT K54
8940-01 - 389 - 4380	DRESSING, ITALIAN, FAT FREE, 6/16 OZ. BT K00
8940-01 - 389 - 4434	DRESSING, RANCH, FAT FREE, 6/16 OZ. BT K52
8940-01 - 376 - 4815	DRESSING, RANCH, LF, 4/1 GL K48
8940-01 - 452 - 3108	DRESSING, THOUSAND ISLAND, FAT FREE, 6/16 OZ BT K12
8940-01 - 086 - 0989	EGG ROLLS, LUMPIA, PHILIPPINE STYLE, FZN, ALL MEAT, 160 PER CS, U/I EA T84
8940-01 - E19 - 2498	ENTREE, CHICKEN CORDON BLEU, 24/7 OZ PORTIONS L61
8940-01 - E19 - 2119	ENTREE, LASAGNA, W/MEAT AND SAUCE, FZN, 4/96 OZ CO L60
8940-01 - 419 - 6705	GELATIN MIX, CHERRY, 12/24 OZ LAMINATED FOIL PG K30
8940-01 - 419 - 6681	GELATIN MIX, ORANGE, 12/24 OZ. LAMINATED FOIL PG J87
8940-01 - 419 - 6679	GELATIN MIX, STRAWBERRY, 12/24 OZ LAMINATED FOIL PG J84
8940-01 - 067 - 7960	MEATBALLS W/SAUCE 6/10 CN K42
8940-00 - 480 - 4548	PASTA, RAVIOLI, BEEF IN SAUCE, 6/10 CN K51
8940-00 - 616 - 0226	PIE FILLING, APPLE, RTU, 6/10 CN K29
8940-00 - 478 - 9073	PIE FILLING, BLUEBERRY, RTU, 6/10 CN K31
8940-00 - 616 - 0227	PIE FILLING, CHERRY, RTU, 6/10 CN K33
8940-01 - E09 - 1385	PUDDING RTU, CHOCOLATE 6/10 CN H75
8940-01 - E09 - 1386	PUDDING RTU, VANILLA 6/10 CN H74
8940-01 - 067 - 7961	SAUCE, PIZZA, RTU, 6/10 CN J63
8940-01 - 419 - 6701	TOPPING, DESSERT AND BAKERY, DEHY, 24/1 LB PG K36
8945-00 - 926 - 6491	MARGARINE, ALL VEGETABLE, 90 RTS PATTIES, 12 LB CS T95
8945-00 - 616 - 0078	MARGARINE, ALL VEGETABLE, FZN, 30/1 LB PRINT, 30 LB CS T93
8945-01 - 364 - 7357	SALAD OIL, CANOLA, 6/1 GAL CANS K86
8945-01 - 452 - 2000	SHORTENING, LIQUID, CANOLA, DEEP-FRY COOKERY, 1/5 GL CN K89
8945-01 - 066 - 8210	SHORTENING, SEMI-SOLID, ALL VEGETABLE, 12/3 LB CN K99
8945-00 - 080 - 9396	SHORTENING, SEMI-SOLID, ALL VEGETABLE, 5 GAL CAN K98

STOCK NUMBER	ITEM DESCRIPTION
8950-00 - 125 - 6333	BAKING POWDER, 24/14 OZ CO M06
8950-00 - 127 - 9790	CATSUP, TOMATO, 24/14 OZ BT M21
8950-00 - 127 - 9789	CATSUP, TOMATO, 6/10 CN M23
8950-01 - 244 - 4288	CHEESE SAUCE, MILD CHEDDAR 6/10 CN M22
8950-01 - 050 - 9578	DRESSING, 1000 ISLAND, 4/1 GAL P03
8950-01 - E19- 3654	DRESSING, CREAMY ITALIAN, 6/16 OZ BT M72
8950-01 - 050 - 9584	DRESSING, ITALIAN, 4/1 GAL N15
8950-01 - E09- 0729	DRESSING, RANCH 6/16 OZ BT N00
8950-01 - 244 - 3430	DRESSING, RANCH, 4/1 GAL N89
8950-01 - E19- 2131	MAYONNAISE, LF, 12/32 OZ. JAR M49
8950-01 - 074 - 4920	MUSTARD, PREPARED, LIGHT, 12/2 LB JR N26
8950-01 - E09- 2898	OLIVES, BLACK, SLICED 6/10 CN N81
8950-01 - E09- 0298	OLIVES, WHOLE, GREEN, PITTED 12/1 QT JR N04
8950-01 - 419 - 2898	PEPPER, BLACK, 12/1 LB JR N44
8950-00 - 489 - 0546	PEPPERS, PICKLED, JALAPENO 6/10 CN N54
8950-00 - 616 - 5469	PICKLES, CUCUMBER, DILL, WHOLE, SML, 6/10 CN N59
8950-00 - 127 - 9295	RELISH, PICKLE, SWEET, 6/10 CN N76
8950-00 - 577 - 4594	SALAD DRESSING, 12/1 QT JR N82
8950-01 - 384 - 0706	SALSA, MILD 6/10 CN M92
8950-01 - 389 - 3825	SAUCE, HOT, TABASCO, TEXAS PETE 12/12 OZ BT N10
8950-01 - 389 - 3490	SAUCE, SOY, 12/20 FLUID OZ P10
8950-01 - 389 - 7653	SAUCE, STEAK 12/15 OZ BT N64
8950-01 - 389 - 3596	SAUCE, WORCESTERSHIRE, 12/15 OZ BT P12
8950-01 - 079 - 6943	SPICE, SALT, TABLE, IODIZED, 12/5 LB BG N87
8950-01 - 079 - 3978	VINEGAR, DISTILLED, WHITE, 12/32 OZ BT P07
8950-01 - 057 - 1559	YEAST, BAKER'S, ACTIVE DRY, 12/2 LB FOIL BG Y83
8955-01 - E09- 7118	COFFEE, REGULAR 6/39 OZ CN P39
8955-00 - 823 - 7016	TEA MIX, INSTANT, 200 CT PG PER CS, U/I PG P38
8955-00 - 753 - 6332	TEA, BLACK, INDV BAGS, W/TAG/STRING, 10/100 CT PER CS P31
8955-01 - E09- 1964	TEA, W/LEMON, IND CAN, 24/11.5 OZ P40
8960-01 - 419 - 3691	BEV BASE, CHERRY, PWD, SWT, 12/24 OZ PG, 2 GL YIELD P64
8960-01 - 419 - 3693	BEV BASE, LEMONADE, SWT, PWD, 12/24 OZ PG P68
8960-01 - 419 - 3690	BEV BASE, ORANGE, PWD, SUGAR SWT, 12/24 OZ PG P65
8960-00 - 216 - 6131	COCOA, BEV PDR, 300/1 OZ PG PER CS, U/I PG P92
8960-01 - E09- 3213	DRINK, FRUIT PUNCH, IND SERVE, 24/11.5 OZ CN P41
8960-01 - E19- 3884	DRINK, LEMONADE, IND SERVE, 24/11.5 OZ CN P42
8960-01 - E19- 8101	WATER, DRINKING, SPRING, SODIUM FREE, NON-CARBONATED, .5 LITER BOTTLE P91

**Attachment 5**  
 CHAPTER III APPENDIX A  
 SUBSISTENCE REQUISITIONING TABLES  
 DECEMBER 2002

**CARGO LIST**

(Top figure- No. cases/bottom figure- Unit of Issue, quantity)

FIC/ NOMENCLATURE/ NSN/U/I	Net CS Wt/Pack	Cube/CS CS/Pallet	Number of persons for 30 days								
			A	B	C	D	E	F	G	H	I
			85	165	300	500	600	700	1000	2500	3000

**DRY**

**MEAT, POULTRY, AND FISH**

A17  
 Chicken boned 34 oz  
 8905-01-E19-8986  
 CO

A32  
 Fish, Tuna, light  
 6/43 oz  
 flexible pouch  
 8905-01-E19-2177

A60  
 Egg Mix, dehy., 15 1.04 1 2 3 5 6 7 10 25 30  
 12-No.3 cyl 12 45 12 24 36 60 72 84 120 300 300  
 8910-00-965-1553  
 CN

A77  
 Milk, nonfat, dry 24 1.10 3 5 10 16 19 23 33 80 96  
 6-4lb cans 6 40 18 30 60 96 114 138 198 480 576  
 8910-01-091-7209  
 CN

A84  
 Yogurt Mix, Dehy 30 1.10 3 5 10 16 19 22 31 79 94  
 Vanilla #10 cn 6 40 18 30 60 96 114 132 186 474 564  
 8910-01-335-6901  
 CN

A85  
 Yogurt Mix, Dehy 30 1.10 1 2 4 6 8 9 13 30 39  
 Chocolate #10 cn 6 40 6 12 24 36 48 54 78 192 234  
 8910-01-335-6902  
 CN

**FRUITS AND VEGETABLES**

B10  
 Applesauce, No.10 cn 41 1.10 12 12 12 12 24 24 36 84 108  
 8915-00-127-8272 6 40 72 72 72 72 144 144 216 504 648  
 CN

B23  
 Asparagus No. 10 41 1.10 1 2 4 5 8 9 10 25 30  
 8915-00-192-1512 6 40 6 12 24 30 48 54 60 150 180  
 CN

B28  
 Beans, green, 6-No.10 38 1.10 4 4 8 16 16 20 28 72 84  
 8915-00-616-4820 6 - 24 24 48 96 96 120 168 432 504  
 CN

B34  
 Beans, kidney, 41 1.10 1 2 3 5 6 7 10 25 30  
 6-No.10 cans 6 40 6 12 18 30 36 42 60 150 180  
 8915-00-926-6793  
 CN

B44  
 Beans, pinto, dry, 24 0.51 1 1 2 3 3 4 6 14 17  
 24- 1 lb 24 - 24 24 48 72 72 96 144 336 408  
 8915-00-170-4938  
 BG

# Attachment 5

## SUBSISTENCE REQUISITIONING TABLES DECEMBER 2002

(Top figure- No. cases/bottom figure- Unit of Issue, quantity)

FIC/ NOMENCLATURE/ NSN/U/I	Net CS Wt/Pack	Cube/CS CS/Pallet	Number of persons for 30 days								
			A	B	C	D	E	F	G	H	I
			85	165	300	500	600	700	1000	2500	3000
B54 Beans, white, w/pork, tom. sauce 6-No.10 cans 8915-00-184-5601 CN	41 6	1.10 40	3 18	6 36	10 60	17 102	21 126	24 144	34 204	86 516	103 618
B55 Beans, white, dry 12-2lb pkgs 8915-00-062-6568 BG	24 12	0.47 78	4 24	4 24	4 24	4 24	8 48	8 48	12 72	25 168	30 216
B80 Carrots 6-No.10 cn 8915-00-634-2436 CN	40 6	1.10 40	1 6	3 18	5 30	8 48	9 54	11 66	16 96	39 234	47 282
B98 Greens Collard 6-#10 cans 8915-01-E09-9537 CN	43 6	1.03									
C02 Corn, cream style 6-No.10 cans 8915-00-465-1897 CN	40 6	1.10 -	1 6	3 18	5 30	8 48	9 54	11 66	16 96	39 234	47 282
C06 Corn, whole grain 6-No.10 cans 8915-00-257-3947 CN	40 6	1.10 40	2 12	5 30	9 54	14 84	17 102	20 120	29 174	71 426	86 516
C12 Cranberry sauce jellied, 24-No.303cn 8915-00-251-8068 CN	29 24	0.65 68	2 48	2 48	3 72	4 120	5 144	6 168	10 240	25 800	29 920
C26 Fruit Cocktail 6-No.10 cans 8915-00-286-5482 CN	41 6	1.10 40	2 12	3 18	6 36	10 60	12 72	14 84	20 120	50 300	60 360
C32 Juice, apple No.3 cyl, 12-46oz cn 8915-00-584-1647 CN	37 12	1.04 45	3 36	6 72	10 120	16 192	20 240	23 276	33 396	82 984	99 1188
C38 Juice, grape No.3 cyl, 12-46oz cn 8915-00-281-1809 CN	38 12	1.04 -	1 12	2 24	3 36	5 60	6 72	7 84	10 120	25 300	30 360
C52 Juice, orange No.3 cyl, 12-46oz cn 8915-00-241-2800 CN	38 12	1.04 45	6 72	6 72	12 144	18 216	18 216	24 288	24 288	66 792	84 1008

# ATTACHMENT 5

## SUBSISTENCE REQUISITIONING TABLES DECEMBER 2002

(Top figure- No. cases/bottom figure- Unit of Issue, quantity)

FIC/ NOMENCLATURE/ NSN/U/I	Net CS Wt/Pack	Cube/CS CS/Pallet	Number of persons for 30 days								
			A	B	C	D	E	F	G	H	I
			85	165	300	500	600	700	1000	2500	3000
C58 Juice, pineapple No.3 cyl,12-46oz cn 8915-00-634-2439 CN	38 12	1.04 45	2 24	4 48	8 96	13 156	15 180	18 216	26 312	64 768	77 924
C73 Mushrooms, jumbo 24-16oz cans 8915-00-935-6629 CN	43 24	1.01 42	1 24	1 24	3 72	4 96	5 120	6 144	9 216	21 504	26 624
C93 Peaches, 6-No.10 cn 8915-00-577-4203 CN	41 6	1.10 40	2 12	4 24	7 42	12 72	15 90	17 102	24 144	61 366	73 438
C99 Pears, 6-No.10 cans 8915-00-616-0223 CN	40 6	1.10 40	2 12	3 18	6 36	9 54	11 66	13 78	19 114	46 276	56 336
D08 Peas, green 6-No.10 cans 8915-00-127-9282 CN	39 6	1.10 40	1 6	3 18	5 30	9 54	10 60	12 72	17 102	43 258	51 306
D34 Pineapple, sliced 6-No.10 cans 8915-00-170-5148 CN	41 6	1.10 40	1 6	2 12	4 24	6 36	8 48	9 54	13 78	32 192	38 234
D43 Potatoes, Sweet Light Syrup 6-No.10 cans 8915-00-982-8036 CN	41 6	1.10 40	1 6	3 18	5 30	8 48	9 54	11 66	16 96	38 228	47 282
D48 Potatoes, White Whole, 6-No.10 cans 8915-00-127-9677 CN	41 6	1.10 40	3 18	5 30	10 60	14 84	20 120	24 124	27 164	70 420	81 486
D51 Potatoes, wh. dehy. slices,4-5 lb pkgs 8915-00-139-7426 BG	20 4	2.38 12	3 12	5 20	10 40	14 56	20 80	24 96	27 108	70 280	81 324
D53 Potatoes, inst. white,6-No.10 cans 8915-00-133-5903 CN	37 6	1.10 40	2 12	4 24	6 36	11 66	13 78	15 90	21 126	54 324	64 384
D56 Potato Mix, 6-No.10 8915-01-004-6676 CN	15 6	1.10 40	6 36	9 54	18 108	29 174	34 204	41 246	58 348	144 864	178 1068

# Attachments

## SUBSISTENCE REQUISITIONING TABLES DECEMBER 2002

(Top figure- No. cases/bottom figure- Unit of Issue, quantity)

FIG/ NOMENCLATURE/ NSN/U/I	Net CS Wt/Pack	Cube/CS CS/Pallet	Number of persons for 30 days								
			A	B	C	D	E	F	G	H	I
			85	165	300	500	600	700	1000	2500	3000
D60 Pumpkin, 12-No.2.5 cn (NOV/DEC only) 8915-00-127-9772 CN	44 12	1.23 30	2 24	2 24	2 24	4 48	6 72	6 72	8 96	22 264	26 312
D63 Raisins, 24-15oz bx 8915-01-419-6695 BX	23 24	0.45 -	1 24	1 24	2 48	4 96	5 120	6 144	8 192	20 480	24 576
D72 Spinach, 6-No.10 cn 8915-00-143-0931 CN	37 6	1.10 40	1 6	1 6	2 12	4 24	4 24	5 30	7 42	18 108	21 126
D81 Tomato Paste 6-No.10 cans 8915-01-E09-1085 CN	40 6	1.00 40									
D85 Tomatoes, 6-No.10 cn Diced 8915-01-373-4978 CN	38 6	1.10 40	3 18	7 42	12 72	20 120	24 144	28 168	40 240	100 600	100 600
<b>BAKERY AND CEREAL PRODUCTS</b>											
E12 Brownie mix, chocolate, 6-No.10 cn 8920-00-935-3262 CN	30 6	1.10 40	1 6	1 6	3 18	4 24	5 30	6 36	9 54	21 126	26 156
E22 Cake mix, Devil's Food 6-No.10 cans 8920-00-823-7221 CN	30 6	1.10 40									
E34 Cake Mix Yellow, 6-No.10 cans 8920-00-823-7229 CN	30 6	1.10 40	1 6	2 12	3 18	6 36	7 42	8 48	11 66	29 174	34 204
E56 Cereal, ind., asst. serv., 72 count box 8920-00-132-7782 BX	4 1	0.74 52	7 7	14 14	26 26	43 43	52 52	60 60	86 86	214 214	257 257
E57 Cereal, ind, asst sugar coated 70 ct CO 8920-01-E59-5093 CO	7 1	.87									
E66 Cereal, rolled oats 24-18oz pkgs/bx 8920-01-079-1582 BX	27 1	1.76 -	1 24	1 24	1 24	1 24	2 48	2 48	3 72	7 168	9 216

# Attachments

## SUBSISTENCE REQUISITIONING TABLES DECEMBER 2002

(Top figure- No. cases/bottom figure- Unit of Issue, quantity)

FIC/ NOMENCLATURE/ NSN/U/I	Net CS Wt/Pack	Cube/CS CS/Pallet	Number of persons for 30 days								
			A	B	C	D	E	F	G	H	I
			85	165	300	500	600	700	1000	2500	3000
E67											
Cereal, Oats, Inst,	7	0.53	8	8	16	40	48	56	84	208	240
Ass't	1	96	8	8	16	40	48	56	84	208	240
64 - 1 oz pkts per box											
8920-01-210-2774											
BX											
F11											
Cookie mix, oatml	27	1.10	1	1	2	2	3	3	4	11	13
6-No.10 cans	6	40	6	6	12	12	18	18	24	66	78
8920-00-935-3264											
CN											
F12											
Cookie mix, sugar	30	1.10	1	1	2	2	3	3	4	11	13
6-No.10 cans	6	40	6	6	12	12	18	18	24	66	78
8920-00-175-0429											
CN											
F15											
Corn bread mix	30	1.10	1	1	2	4	4	5	7	18	21
6-No.10 cans	6	40	6	6	12	24	24	30	42	108	126
8920-00-435-4918											
CN											
F22											
Crackers, Ass't	7	1.30	5	8	10	16	20	25	35	90	105
2 per pack	7	-	25	40	50	80	100	125	175	450	525
400 per case											
8920-01-200-1644											
LB											
F58											
Flour, wheat, bread	40	.90	2	4	8	12	15	17	25	61	73
4-10 lb pkgs, TPK-2	4		10	20	40	60	75	85	125	305	356
8920-01-439-4837											
BG											
F69											
Flour, wheat, gen.purp	40	.90	2	4	7	11	14	16	22	55	67
TPK 2, 4-10 lb pkgs	4		10	20	35	55	70	80	110	275	335
8920-01-449-9598											
BG											
F75											
Macaroni, elbow	40	1.42	1	1	3	4	5	6	9	21	24
4-10 lb boxes	40	30	40	40	120	160	200	240	360	840	1040
8920-00-067-6146											
LB											
F77											
Hominy Grit, inst, ind	6	0.89	1	2	3	3	4	5	7	18	21
12-12 ct boxes/cs	12	-	12	24	36	36	48	60	84	216	252
8920-01-134-3703											
BX											
F87											
Noodles, Lasagna	12	0.92	1	1	2	3	3	4	5	13	15
12-1 lb boxes	12	48	12	12	24	36	36	48	60	156	180
8920-00-782-2129											
BX											
F99											
Noodles, egg	20	1.11	2	4	8	14	18	20	28	72	86
2-10 lb boxes	20	-	20	40	80	140	180	200	280	720	860
8920-00-126-3388											
LB											

# ATTACHMENT 5

## SUBSISTENCE REQUISITIONING TABLES DECEMBER 2002

(Top figure- No. cases/bottom figure- Unit of Issue, quantity)

FIC/ NOMENCLATURE/ NSN/U/I	Net CS Wt/Pack	Cube/CS CS/Pallet	Number of persons for 30 days								
			A	B	C	D	E	F	G	H	I
			85	165	300	500	600	700	1000	2500	3000
<b>G00</b>											
Buttermilk pancake Mix	30 6	1.10 40									
6-No. 10 cans 8920-01-E19-3246 CN											
<b>G10</b>											
Rice, long grain	60 6	1.49 36	1 6	3 18	5 30	8 48	9 54	11 66	16 96	39 234	47 282
6-10 lb bags 8920-01-250-6557 BG											
<b>G12</b>											
Rice, Jasmin	60 6	1.19									
6-10 lb CO 8920-01-E19-5161 CO											
<b>G19</b>											
Wild Rice, long	14 6	.4	1 6	2 12	3 18	5 30	5 30	6 36	9 54	21 126	26 150
6-36 oz boxes 8920-01-226-3368 BX											
<b>G20</b>											
Spaghetti, 4-10lb bx	40 40	1.23 30	1 40	1 40	3 120	4 160	5 200	6 240	9 360	21 840	26 1040
8920-00-125-9441 LB											
<b>G22</b>											
Starch, corn	24 24	0.66 -	1 24	1 24	1 24	2 48	3 72	3 72	4 96	11 264	15 41
24-1 lb boxes 8920-00-160-6165 LB											
<b>SUGAR, CONFECTIONS &amp; NUTS</b>											
<b>G58</b>											
Candy, hard, ind.	24 24	1.14 -	1 24	1 24	2 48	3 72	3 72	3 72	6 144	14 336	17 408
(NOV/DEC only) 8925-01-419-6696 LB											
<b>H01</b>											
Nuts, mixed,	24 6	1.10 40	1 6	1 6	2 12	4 24	4 24	5 30	7 42	18 108	21 126
6-No.10 cans 8925-00-128-0565 CN											
<b>H11</b>											
Syrup, imit. maple	49 6	1.10 40	8 48	17 102	30 180	49 294	59 354	69 414	99 594	246 1476	296 1776
6-No.10 cans 8925-00-682-6705 CN											
<b>H17</b>											
Sugar, brown,	24 12	0.42 90	2 24	2 24	4 48	7 84	8 96	10 120	14 168	36 432	43 504
12-2 lb pkgs 8925-01-060-7500 BG											
<b>H30</b>											
Sugar, granulated	40 4	1.16 40	4 24	8 48	14 84	23 138	28 156	33 198	47 282	116 696	140 840
4-10 lb pkgs 8925-01-413-7811 BG											

# Attachment 3

## SUBSISTENCE REQUISITIONING TABLES DECEMBER 2002

(Top figure- No. cases/bottom figure- Unit of Issue, quantity)

FIC/ NOMENCLATURE/ NSN/U/I	Net CS Wt/Pack	Cube/CS CS/Pallet	Number of persons for 30 days								
			A	B	C	D	E	F	G	H	I
H31 Sugar, powdered, conf., 12-2 lb pkgs 8925-01-060-7496 BG	24 12	0.42 90	2 24	4 48	8 96	12 144	16 192	20 240	28 336	68 816	82 984
<b>JAMS, JELLIES AND PRESERVES</b>											
H52 Jam, strawberry, 12-2 lb jars 8930-00-197-1917 JR	24 12	0.67 66	2 24	2 24	2 24	4 48	6 72	6 72	8 96	22 264	26 312
H61 Jelly, grape, 12-2 lb 8930-00-127-3079 JR	24 12	0.67 66	2 24	2 24	2 24	4 48	4 48	4 48	6 72	14 168	18 216
H71 Peanut butter, 12-28 oz jars 8930-01-059-8399 JR	21 12	0.78 55	2 24	2 24	4 48	8 96	8 96	10 120	14 168	36 432	42 504
H74 Vanilla Pudding RTU 8940-01-E09-1386 CN											
H75 Chocolate Pudding RTU 8940-01-E09-1385 CN											
<b>SOUPS</b>											
H91 Soup, Cond, Chix Noodle No. 3 Cyl 12-50 oz cans 8935-00-480-4553 CN	38 12	1.04 45	1 12	2 24	3 36	4 48	5 60	6 72	10 120	21 252	25 300
H98 Soup, Cond., Cream Mushroom, No. 3 cyl 12-50oz cans 8935-00-480-4556 CN	38 12	1.04 45	1 12	2 24	3 36	4 48	5 60	6 72	10 120	21 252	25 300
J01 Soup, Cond, Minestone No. 3 cyl 12-50 oz cans 8935-00-480-4560 CN	38 12	1.04 45	1 12	2 24	3 36	4 48	5 60	6 72	10 120	21 252	25 300
J54 Soup and gravy base, inst., beef, 12-1 lb pkgs 8935-01-419-7031 PG	12 12	0.83 -	4 24	4 24	4 24	8 48	12 72	12 72	16 96	44 264	52 312

# ATTACHMENT 5

## SUBSISTENCE REQUISITIONING TABLES DECEMBER 2002

(Top figure- No. cases/bottom figure- Unit of Issue, quantity)

FIC/ NOMENCLATURE/ NSN/U/I	Net CS Wt/Pack	Cube/CS CS/Pallet	Number of persons for 30 days								
			A	B	C	D	E	F	G	H	I
			85	165	300	500	600	700	1000	2500	3000
<b>SPECIAL DIETARY FOODS AND FOOD SPECIALTY PREPARATIONS</b>											
J56											
Soup and gravy base, inst., chicken 12-1 lb pkgs	12	0.45	4	4	4	4	8	8	12	28	36
8935-01-419-7030			24	24	24	24	48	48	72	168	216
PG											
J63											
Pizza sauce, 6-No.10	39	1.10	2	4	8	12	16	18	26	64	78
8940-01-067-7961	6	40	12	24	48	72	96	108	156	384	468
CN											
J70											
Chili con carne w/o beans, 6-No.10	41	1.10	1	3	5	8	9	11	16	39	47
8940-00-126-3394	6	40	6	18	30	48	54	66	96	234	282
CN											
J75											
Beans, refried, dehydrated	12	1.03									
31 oz bag or pouch	6										
6 bags per case											
8915-01-E09-7235											
BG											
J76											
Creamer, nondairy dry, 10-100ct boxes	13	1.56	1	3	5	8	9	11	16	39	47
8940-01-074-4922	10	18	20	60	100	160	180	220	320	780	940
HD											
J79											
Beef Stew	45	.99									
6/#10 cans	6	40									
8940-01-088-9076											
CN											
J84											
Dessert powder gelatin, strawberry	18	0.42	2	2	2	2	4	4	6	14	18
12-24 oz pkgs	12	-	24	24	24	24	48	48	72	168	216
8940-01-419-6679											
PG											
J87											
Dessert powder gelatin, orange	18	0.42	2	2	2	2	4	4	6	14	18
12-24 oz pkgs	12	-	24	24	24	24	48	48	72	168	216
8940-01-419-6681											
PG											
K00											
Italian Dressing Fat Free, 6-16 oz bt	6	0.42	6	12	20	34	40	47	67	167	200
8940-01-389-4380	6	-	36	72	120	204	240	282	402	1002	1200
BT											
K12											
1000 Island Dress. Fat Free, 6-16 oz bt	6	0.42	6	12	20	34	40	47	67	167	200
8940-01-452-3108	6	-	36	72	120	204	240	282	402	1002	1200
BT											

# A Hochmeyer's

## SUBSISTENCE REQUISITIONING TABLES DECEMBER 2002

(Top figure- No. cases/bottom figure- Unit of Issue, quantity)

FIC/ NOMENCLATURE/ NSN/U/I	Net CS Wt/Pack	Cube/CS CS/Pallet	Number of persons for 30 days								
			A	B	C	D	E	F	G	H	I
			85	165	300	500	600	700	1000	2500	3000
-----											
K15 Corned beef hash 6-No. 10 cans 8940-00-148-7142 CN	41 6	1.10 40	1 6	2 12	3 18	5 30	6 36	7 42	10 60	25 150	30 180
K29 Pie filling prepared, apple 6-No. 10 cans 8940-00-616-0226 CN	42 6	1.10 -	5 30	9 54	16 96	27 162	33 198	38 228	54 324	136 816	163 978
K30 Dessert powder gelatin, cherry 12-24 oz pkgs 8940-01-419-6705 PG	18 12	0.42 -	2 24	2 24	2 24	2 24	4 48	4 48	6 72	14 168	18 216
K31 Pie filling prepared, blueberry 6-No. 10 cans 8940-00-478-9073 CN	42 6	1.10 -	1 6	1 6	2 12	3 18	4 24	5 30	7 42	16 108	21 126
K33 Pie filling prepared, cherry 6-No. 10 cans 8940-00-616-0227 CN	42 6	1.10 -	5 30	9 54	16 96	27 162	33 198	38 228	54 324	136 816	163 978
K36 Topping, dessert and bakery, dehy. 24-1 lb pkgs 8940-01-419-6701 PG	24 24	0.94 -	1 16	1 16	1 16	2 32	3 48	5 80	6 96	17 270	20 300
K42 Meatballs W/Sauce 6-#10 cans 8940-01-067-7960 CN	30 6	1.10 40									
F48 Ranch Drsg, lo cal 4-1 gal jar 8940-01-376-4815 JR	34 4	1.02									
K51 Ravioli w/sauce 6-#10 cans 8940-00-480-4548 CN	41 6	1.10 40	3 18	7 21	12 72	20 120	24 144	28 168	40 240	100 600	120 720

# Attachment 5

## SUBSISTENCE REQUISITIONING TABLES DECEMBER 2002

(Top figure- No. cases/bottom figure- Unit of Issue, quantity)

FIC/ NOMENCLATURE/ NSN/U/I	Net CS Wt/Pack	Cube/CS CS/Pallet	Number of persons for 30 days								
			A	B	C	D	E	F	G	H	I
			85	165	300	500	600	700	1000	2500	3000

### FOOD OILS AND FATS

K52  
Ranch Salad Dressing 6  
Fat free, 6-16oz bt 6  
8940-01-389-4434  
BT

		0.35	8	16	30	50	60	70	100	250	300
		-	48	96	180	300	360	420	600	1500	1800

K54  
French Salad Dressing 6  
Fat free, 6-16 oz bt 6  
8940-01-389-6155  
BT

		0.35	8	16	30	50	60	70	100	250	300
		-	48	96	180	300	360	420	600	1500	1800

K86  
Salad oil, Canola 46  
6-1 Gal cans 6  
8945-01-364-7357  
CN

		1.05	1	2	3	6	7	8	11	29	34
		33	6	12	18	36	42	48	66	174	204

K89  
Canola Oil 35  
deep fat fry, 5gal 1  
8945-01-452-2000  
CN

		0.81	1	2	4	7	8	10	14	35	41
		40	1	2	4	7	8	10	14	35	41

K98  
Shortening Comp. 33  
gen purp., 5 gal cn 1  
8945-00-080-9396  
CN

		0.81	0	0	0	9	10	12	17	43	51
		40	0	0	0	9	10	12	17	43	51

K99  
Shortening comp 36  
gen purp, 12-3 lb cn 12  
8945-01-066-8210  
CN

		2.11	6	13	26	40	52	64	80	200	240
		18	72	156	312	480	624	768	960	2400	2880

### PREPARED FOODS

L60  
Lasagna 26  
w/meat sauce, 4  
4/6 lb CO  
8940-01-E19-2119  
CO

		.83									
--	--	-----	--	--	--	--	--	--	--	--	--

L61  
Chicken Cordon Bleu 10  
7 ounce portion 24  
24-7 oz portions  
8940-01-E19-2498  
EA

		0.45									
--	--	------	--	--	--	--	--	--	--	--	--

L62  
Meatballs, no sauce 20  
precooked, .5 oz ea 20  
4-5# boxes per cs  
8905-01-E19-5157  
LB

		0.86									
--	--	------	--	--	--	--	--	--	--	--	--

L63  
Salisbury steak 40  
precooked, no gravy 40  
160-4 ounce steaks  
8905-01-E19-5155  
LB

		1.9									
--	--	-----	--	--	--	--	--	--	--	--	--

# Attachment 5

## SUBSISTENCE REQUISITIONING TABLES DECEMBER 2002

(Top figure- No. cases/bottom figure- Unit of Issue, quantity)

FIC/ NOMENCLATURE/ NSN/U/I	Net CS Wt/Pack	Cube/CS CS/Pallet	Number of persons for 30 days								
			A	B	C	D	E	F	G	H	I
			85	165	300	500	600	700	1000	2500	3000
L64											
Fish portions	40	1.52									
Breaded, precooked	40										
4-10# boxes per cs											
8905-01-E19-0304											
LB											
L65											
Baby Back Ribs	28	0.81									
precooked	28										
8905-01-E19-5158											
LB											
L66											
Porkloin, precooked	48	1.04									
6 lb avg	48										
8905-01-E19-5159											
LB											
L67											
Veal steaks, brd	40	1.9									
precooked, 4 ounce	40										
160-4 ounce patties											
8905-01-E19-5156											
LB											
L69											
Chop House Burger	40	2.20									
Preckd, F2N	40										
5 to 6 oz, EA											
8905-01-E19-6550											
LB											
L70											
Bread Dough, frzn	26	0.89									
white	1										
24-18 oz loaves/bx											
8920-01-E19-0924											
BX											
L71											
Bread dough, frzn	26	0.89									
wheat	1										
24-18 oz loaves/CO											
8920-01-E19-1148											
CO											
L72											
Pastry dough, frzn	18	.62									
20-12oz sheets/co	1										
8920-01-E19-5162											
CO											
L73											
Chicken Wings,	10	.84									
Unbrd, F2N, Jumbo	10										
Hot Pepper Glaze											
8905-01-E09-7386											
LB											
<b>CONDIMENTS AND RELATED PRODUCTS</b>											
M06											
Baking Powder	21	0.77	1	1	1	1	2	2	3	7	6
24-12 or 14 oz cans	24	48	24	24	24	24	48	48	72	168	216
8950-00-125-6333											
CN											

# Attachment 5

## SUBSISTENCE REQUISITIONING TABLES DECEMBER 2002

(Top figure- No. cases/bottom figure- Unit of Issue, quantity)

FIC/ NOMENCLATURE/ NSN/U/I	Net CS Wt/Pack	Cube/CS CS/Pallet	Number of persons for 30 days								
			A	B	C	D	E	F	G	H	I
			85	165	300	500	600	700	1000	2500	3000
M21 Catsup, tomato 24-14 oz bottles 8950-00-127-9790 BT	21 24	0.95 40	1 24	3 72	5 120	8 192	9 216	11 264	16 384	39 936	47 1176
M22 Cheese sauce 6-#10 cans 8950-01-244-4288 CN	45 6	1.04									
M23 Catsup, tomato 6-No.10 cans 8950-00-127-9789 CN	43 6	1.10 40	3 18	6 36	10 60	16 96	20 120	23 138	33 198	80 492	99 594
M49 Mayo, Low Fat 12/32 oz CO 8950-01-E19-2131 CO	24 12	.81									
M72 Dressing, Crmy Ital 6/16 oz bottles 8950-01-E19-3654 BT	6 6	.51 78									
M92 Salsa, mild 6-No.10 cans 8950-01-384-0706 CN	41 6	1.10 36									
N00 Dressing, Ranch 6/16 oz bottles 8950-01-E09-0729 BT	6 6	.51 78									
N04 Olives, green pitted 12/32oz jrs 8950-01-E09-0298 JR	33 12	.72 55									
N10 Hot Sauce, 12-12oz bt 8950-01-389-3825 BT	9 12	0.39 -	8 48	8 48	8 48	8 48	8 48	8 48	8 48	32 192	30 180
N15 Italian Dressing 4-1 gal jar 8950-01-050-9584 JR	33 4	1.02									
N26 Mustard, prepared 12-32 oz jar 8950-01-074-4920 JR	24 12	0.88 50	2 24	2 24	6 72	8 96	10 120	12 144	18 216	42 504	57 684

# ATTACHMENT 5

## SUBSISTENCE REQUISITIONING TABLES DECEMBER 2002

(Top figure- No. cases/bottom figure- Unit of Issue, quantity)

FIC/ NOMENCLATURE/ NSN/U/I	Net CS Wt/Pack	Cube/CS CS/Pallet	Number of persons for 30 days								
			A	B	C	D	E	F	G	H	I
			85	165	300	500	600	700	1000	2500	3000
N44 Pepper, black, 1 lb 8950-C1-419-2898 JR	12 12	0.37 -	2 12	2 12	2 12	2 12	4 24	4 24	6 36	14 84	18 108
N54 Peppers, pickled Jalapeno, 6-No.10 can 6 8950-00-489-0546 CN	41 6	1.10 -									
N59 Pickles, cucumber dill, 6-No.10 cans 8950-00-616-5469 CN	41 6	1.10 40	1 6	2 12	4 24	7 42	9 54	10 60	14 84	36 216	48 288
N64 Steak Sauce, 12-15oz 8950-01-389-7653 BT	12 12	0.68 -	1 12	2 24	3 36	6 72	6 72	7 84	12 144	25 300	30 360
N76 Relish, pickle 6-No.10 cans 8950-00-127-9295 CN	45 6	1.10 40	1 6	1 6	3 18	4 24	5 30	6 36	9 54	21 126	26 156
N81 Olives, black sliced 6/#10 cans 8950-01-E09-2898 CN	43 6	.99 40									
N82 Salad dressing 12-1 qt jars 8950-00-577-4594 JR	12 12	0.79 40	4 48	6 72	12 144	18 216	22 264	26 312	38 456	92 1104	112 1344
N87 Salt, table 12-5lb bag 8950-01-079-6943 BG	60 12	1.02 40	12 60	12 60	24 120	48 240	48 240	60 300	84 420	216 1080	252 1260
N89 Ranch Dressing 4-1 gal jar 8950-01-244-3430 JR	34 4	1.02									
P03 Thousand Island dressing 4-1gal jar 8950-01-050-9578 JR	34 4	1.02									
P07 Vinegar, 12-32oz 8950-01-079-3978 BT	25 12	1.05 30	1 12	1 12	2 24	2 24	4 48	4 48	10 120	25 300	30 360
P10 Soy sauce, 12-20oz 8950-01-389-3490 BT	15 12	0.68 -	4 48	4 48	4 48	4 48	8 96	8 96	12 144	28 336	36 432

# Attachment 5

## SUBSISTENCE REQUISITIONING TABLES DECEMBER 2002

(Top figure- No. cases/bottom figure- Unit of Issue, quantity)

FIC/ NOMENCLATURE/ NSN/U/I	Net CS Wt/Pack	Cube/CS CS/Pallet	Number of persons for 30 days								
			A	B	C	D	E	F	G	H	I
			85	165	300	500	600	700	1000	2500	3000
<b>P12</b>											
Worcestershire	12	0.68	4	4	4	4	4	4	4	4	16
sauce, 12-15oz bt	12	-	48	48	48	48	48	48	48	48	192
8950-01-389-3596											192
BT											
<b>COFFEE, TEA, AND COCOA</b>											
<b>P31</b>											
Tea, black,	10	1.04	1	1	1	1	2	2	3	7	9
10-100 ct boxes/cs	10	20	24	24	24	24	48	48	72	168	216
8955-00-753-6332											
BX											
<b>P38</b>											
Tea, instant, ind.	9	1.63	1	1	2	3	3	4	6	14	17
200 (4-50 ct pkg)	4	24	200	200	400	600	600	800	1200	2800	3400
8955-00-823-7016											
PG											
<b>P39</b>											
Coffee, ground	19	0.93									
6-39 oz cans	6										
8955-01-E09-7118											
CN											
<b>P40</b>											
Ice Tea, ind	18	.54									
24/11.5 oz cans	1										
8955-01-E09-1964											
CS											
<b>P41</b>											
Fruit Punch, ind	18	.54									
24/11 oz cans	1										
8960-01-E09-3213											
CS											
<b>P42</b>											
Lemonade, ind	18	.54									
24/11 oz cans	1										
8960-01-E19-3884											
CS											
<b>P64</b>											
Beverage base,	18	0.47	2	4	6	8	9	14	20	45	50
cherry, powdrd	12	-	24	48	72	96	108	168	240	540	600
12-24 oz pkgs, 2 gal yield											
8960-01-419-3691											
PG											
<b>P65</b>											
Beverage base,	18	0.47	2	4	6	8	9	14	20	45	50
orange, powdrd	12	-	24	48	72	96	108	168	240	540	600
12-24 oz pkgs, 2 gal yield											
8960-01-419-3690											
PG											
<b>BEVERAGES, NONALCOHOLIC</b>											
<b>P68</b>											
Beverage base,	18	0.47	2	4	6	8	9	14	20	45	50
lemonade, powdrd,	12	-	24	48	72	96	108	168	240	540	600
12-24 oz pkgs, 2 gal yield											
8960-01-419-3693											
PG											

# Attachment 5

## SUBSISTENCE REQUISITIONING TABLES DECEMBER 2002

(Top figure- No. cases/bottom figure- Unit of Issue, quantity)

FIG/ NOMENCLATURE/ NSN/U/I	Net CS Wt/Pack	Cube/CS CS/Pallet	Number of persons for 30 days								
			A	B	C	D	E	F	G	H	I
			85	165	300	500	600	700	1000	2500	3000

P91  
Water Drinking,  
Spring  
16.9 oz bt, 24/CS  
8960-01-E19-8101  
CS

P92 Cocoa Beverage Powder, inst. ind 300 pkgs per case 8960-00-216-6131 PG	14 300	1.68 14	2 600	4 1200	4 1200							
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**FREEZE  
MEAT, POULTRY AND FISH**

Q01  
Bacon, sliced  
precked, F2N  
6/200 slices  
24lb CS  
8905-01-E19-9962  
LB

Q07 Beef Top Sirloin Steak, CC, 10 oz 8905-01-E19-2660 LB	53 53	1.44										
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Q08 Beef Eye of Round bnis,ckd, 10lb avg 8905-01-EC9-7787 LB	50 50	1.44										
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Q10 Beef, Cubed Steak Tenderized, 4-6oz ea. 8905-01-E09-0458 LB	53 AVG 53	1.44										
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Q15 Beef, fajita strips .5 in X .5 in X 2 in 5-10# 8905-01-388-1164 LB	50 50	1.10										
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Q17 Beef, oven roast 6-9lb pkgs 8905-00-133-5886 LB	53(AVG) 53	1.29 -	2 100	5 250	9 450	14 700	17 850	20 1000	29 1450	71 3550	86 4300
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Q17 Corned beef, prec. 8905-01-296-5525 LB	48 48	1.56 -	1 48	1 48	3 144	4 192	5 240	6 288	9 432	21 1008	26 1300
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Q28 Beef for stewing Diced, 8-7lb pkgs 8905-00-177-5017 LB	55(AVG) 55	0.87 -	1 55	3 165	5 275	9 495	10 550	12 660	17 935	43 2365	51 2805
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# Attachment 5

## SUBSISTENCE REQUISITIONING TABLES DECEMBER 2002

(Top figure- No. cases/bottom figure- Unit of Issue, quantity)

FIC/ NOMENCLATURE/ NSN/U/I	Net CS Wt/Pack	Cube/CS CS/Pallet	Number of persons for 30 days									
			A	B	C	D	E	F	G	H	I	
			85	165	300	500	600	700	1000	2500	3000	
Q37 Beef, ribeye boneless 8905-01-056-9123 LB	53 (AVG) 53	1.31 -	1 43	2 86	2 86	2 86	3 129	3 129	6 258	12 516	18 729	
Q40 Beef, tenderloin 8905-00-582-1323 LB	50 50	.87	1 50	2 100	3 150	6 300	7 350	8 400	11 550	29 145	34 170	
Q45 Ground beef, bulk 90% lean 8905-01-420-5255 LB	40 40	1.28 -	5 275	11 605	19 1045	32 1760	39 2145	45 2475	64 3520	161 8855	193 10625	
Q47 Ground beef patties 144-4oz patties 8905-01-369-4421 LB	36 (AVG) 36	1.31 -	5 200	10 400	17 680	28 1120	34 1360	40 1600	57 2280	143 5720	177 6880	
Q51 Catfish Fillets 5 to 12oz, 3-15lb pg 8905-01-125-2288 LB	45 45	0.70 -	2 100	2 100	2 100	3 150	4 200	5 250	6 300	14 700	18 900	
Q54 Canadian Bacon 4 pc 6 # avg 8905-00-419-4320 LB	21 21	0.69 -	3 81	3 81	6 162	12 324	12 324	15 405	21 567	54 1458	63 1701	
Q57 Chicken, cut-up brd, precooked 8905-00-079-2796 LB	40 (AVG) 40	1.82										
Q58 Chicken, breast Fajita strips 5-10# .5 in X .5 in X 2 in 8905-01-388-1064 LB	50 50	1.10										
Q61 Chicken Fillet preckd, brd, 5 oz 8/5 lb boxes 8905-01-114-1457 LB	41 40	1.82 22										
Q64 Chicken, breaded nuggets, preckd 8905-01-211-4056 LB	40 40	1.48 24	2 80	4 160	5 200	9 360	10 400	12 480	18 720	45 1800	54 2160	

# Attachment 5

## SUBSISTENCE REQUISITIONING TABLES DECEMBER 2002

(Top figure- No. cases/bottom figure- Unit of Issue, quantity)

FIC/ NOMENCLATURE/ NSN/U/I	Net CS Wt/Pack	Cube/CS CS/Pallet	Number of persons for 30 days								
			A	B	C	D	E	F	G	H	I
			85	165	300	500	600	700	1000	2500	3000
Q68 Chicken breast boneless, 4 to 5 oz 8905-01-369-4422 LB	30 30	1.54 -	1 40	3 120	6 240	9 360	12 480	14 560	18 720	45 1800	60 2400
Q70 Chicken, 8 pc 8905-01-419-3218 LB	40 40	0.95 -	6 240	10 400	19 760	33 1320	41 1640	46 1840	66 2640	165 6660	200 8000
Q79 Fish fillets, cod 3-15 lb pkgs 8905-00-127-8472 LB	45 45	1.22 -	2 100	2 100	2 100	3 150	4 200	5 250	6 300	14 700	18 900
Q95 Frankfurters, 1 lb pg 8905-00-782-3190 LB	40 40	0.88 -	2 80	3 120	6 240	10 400	12 480	14 560	20 800	50 2000	60 2400
R01 Ham, Brls, Ckd, football 10-12 lb 8905-01-E09-5339 LB	44AVG 44	1.79									
R37 Pepperoni, precooked Sliced, 2-10lb pkgs 8905-01-452-2656 LB	20 20	0.78 -	2 58	3 87	6 174	9 261	11 319	13 377	19 551	46 1334	56 1604
R44 Pork, diced, 8-7lb pg 8905-00-753-6503 LB	55 (AVG) 55	1.25 -	1 55	1 55	2 110	3 165	3 165	4 220	6 330	14 770	17 935
R53 Pork chop, center cut Bone-in, 5 to 7 oz 8905-01-452-1999 LB	55 55	1.50	2 110	3 165	6 330	9 495	11 605	13 715	19 1045	46 2530	56 3080
R67 Pork sausage, Patties, precooked 1.5-2.5 oz 4-10# 8905-01-458-4204 LB	40 40	1.10 -	2 120	2 120	6 360	8 480	10 600	12 720	18 1080	42 2520	50 3100
R74 Fish scallops, FZN BRD, Raw, RTC, F/Frying US Grade A 20 to 50 LBS CS 8905-01-E19-5282 CS											
R81 Turkey Breast Preckd, 8-9 LB avg. All white meat 8905-01-E09-5571 LB	40AVG 40	1.25									

**Attachment 5**  
 SUBSISTENCE REQUISITIONING TABLES  
 DECEMBER 2002

(Top figure- No. cases/bottom figure- Unit of Issue, quantity)

FIG/ NOMENCLATURE/ NSN/U/I	Net CS Wt/Pack	Cube/CS CS/Pallet	Number of persons for 30 days									
			A	B	C	D	E	F	G	H	I	
			85	165	300	500	600	700	1000	2500	3000	
R82												
Shrimp, raw, 30		1.76	1	2	4	7	9	10	14	36	43	
Breaded, 10-31b pkgs 30		-	60	120	240	420	540	600	840	2160	2430	
8905-00-960-2303												
LB												
R84												
Shrimp, raw, 36		1.76	1	1	1	2	3	3	4	11	13	
Peeled, 12-31b pkgs 36		-	50	50	50	100	150	150	200	550	650	
8905-00-582-4039												
LB												
R89												
Turkey, raw BNLS, White/Dark												
8905-00-262-7274												
LB												
R94												
Turkey, ground 40		1.17	2	5	8	16	19	22	23	80	95	
8905-01-369-5092 40		-	110	275	440	880	1045	1210	1265	4400	5225	
LB												
R95												
Turkey, whole, 4-131b, 53 (AVG) 2.04			2	2	4	8	8	10	14	36	42	
RTC, (NOV/DEC) 53		-	120	120	240	480	480	600	840	2160	2520	
8905-00-543-7333												
LB												
<b>DAIRY FOODS AND EGGS</b>												
S01												
Butter Prints												
8910-00-616-0038												
LB												
S09												
Cheese, pizza blend 20		0.84	1	2	3	5	6	7	10	25	30	
4-5 lb pkgs 4		-	6	12	18	30	36	42	60	150	180	
8910-01-414-1567												
BG												
S14												
Eggs, whole, table 30		0.71	1	1	2	4	4	5	7	18	21	
6-5 lb pkgs 30		36	40	40	80	160	160	200	280	720	840	
8910-00-616-0051												
LB												
<b>FRUITS AND VEGETABLES</b>												
S48												
Beans, green 24		1.08	1	1	3	4	5	6	9	21	26	
12-2 lb pkgs 24		-	24	24	72	96	120	144	216	504	624	
French cut												
8915-00-162-9878												
LB												
S66												
Broccoli, 12-2 lb pkg 24		1.06	2	3	6	9	11	13	19	46	56	
8915-00-129-0825 24		-	48	72	144	216	264	312	456	1104	1344	
LB												
S70												
Brussels sprouts 24		1.11	1	2	4	6	8	9	13	32	39	
12-2 lb pkg 24		-	24	48	96	144	192	216	312	768	936	
8915-00-127-7991												
LB												

# Attachment 5

## SUBSISTENCE REQUISITIONING TABLES DECEMBER 2002

(Top figure- No. cases/bottom figure- Unit of Issue, quantity)

FIG/ NOMENCLATURE/ NSN/C/I	Net CS Wt/Pack	Cube/CS CS/Pallet	Number of persons for 30 days								
			A	B	C	D	E	F	G	H	I
			85	165	300	500	600	700	1000	2500	3000
<b>S76</b>											
Cauliflower, 12-2 lb 24		1.06	1	2	4	7	9	10	14	36	43
8915-00-160-6156 24		-	24	48	96	168	216	240	336	864	1032
LB											
<b>T12</b>											
Juice Orange, Conc 32 Oz											
8915-01-E09-2293											
CO											
<b>T16</b>											
Onion Rings											
8915-00-191-3461											
LB											
<b>T34</b>											
Potatoes, white 30		1.17	5	11	19	31	38	44	63	157	189
French fried, 6-5 lb 30		-	150	330	570	930	1140	1320	1890	4710	5670
8915-00-782-3508											
LB											
<b>T36</b>											
Hash Browns, FZN 18		1.51									
1, 18 LB Case 18											
8915-00-044-1918											
LB											
<b>T52</b>											
Mixed Vegetables 30		1.04	1	1	2	3	3	4	6	14	17
12-2.5 lb pkgs 30		-	24	24	48	72	72	96	144	336	408
8915-00-935-6620											
LB											
<b>BAKERY AND CEREAL PRODUCTS</b>											
<b>T67</b>											
Tortillas, flour 6		0.35	5	10	20	35	40	50	70	170	205
18-12 ct bg 18		-	84	168	336	576	672	960	1152	2880	3456
8920-00-080-9096											
BG											
<b>T68</b>											
Pizza Crust, FZN 38		1.3									
Rectangular, 12X16 24											
24 ct											
8920-01-E09-1082											
EA											
<b>T70</b>											
Waffles											
8920-00-464-2227											
LB											
<b>SPECIAL DIETARY FOODS/ FOOD SPECIALTY PRODUCTS</b>											
<b>T73</b>											
Burritos, 3 to 5 oz 18		0.62	2	4	5	8	10	12	16	40	48
72 count 6		-	24	48	60	72	120	144	192	480	576
8940-00-044-1629											
DE											

**Attachment 5**  
 SUBSISTENCE REQUISITIONING TABLES  
 DECEMBER 2002

(Top figure- No. cases/bottom figure- Unit of Issue, quantity)

FIC/ NOMENCLATURE/ NSN/J/I	Net CS Wt/Pack	Cube/CS CS/Pallet	Number of persons for 30 days								
			A	B	C	D	E	F	G	H	I
			85	165	300	500	600	700	1000	2500	3000
<b>T84</b>											
Egg Rollis, Philippine	20	0.45	1	1	2	3	4	5	7	16	19
160 count	160	-	8	12	24	36	44	52	76	184	224
8940-01-086-0989											
EA											
<b>T90</b>											
Corn Dogs											
8940-01-091-7208											
LB											
<b>FATS AND OILS</b>											
<b>T93</b>											
Margarine, prints	30	0.70	1	2	3	5	5	6	9	21	26
30-1 lb pkgs	30	-	30	60	90	150	150	180	270	630	780
8945-00-616-0078											
LB											
<b>T95</b>											
Margarine, RTS, ind	12	0.77	2	4	6	10	12	14	20	50	60
8945-00-926-6491	12	-	32	64	96	160	192	224	320	800	720
LB											
<b>CHILL</b>											
<b>MEAT, POULTRY, AND FISH</b>											
<b>U16</b>											
Ham, can, sect/formed	50	0.94	2	4	6	10	11	13	18	46	54
Pullman,	50	-	132	264	396	660	726	858	1188	3036	3564
4-12.5lb pg											
8905-01-039-8809											
LB											
<b>DAIRY FOODS AND EGGS</b>											
<b>U38</b>											
Cheese, Amer	20	0.42	3	5	9	16	19	22	31	79	94
4-5 lb pkg	20	-	72	120	216	384	456	528	744	1896	2256
8910-00-656-0993											
LB											
<b>U45*</b>											
Cheese, Ched,	20	0.88	1	1	1	1	2	2	3	5	7
reduce fat, shred	20	-	46	46	46	46	92	92	138	230	327
4-5 lb											
8910-01-418-7467											
LB											
<b>U56*</b>											
Cheese, grated	12	0.68	1	1	1	1	2	2	3	7	9
Parmesan, 12-1 lb CO	12	68	12	12	12	12	24	24	36	84	108
8910-00-782-3765											
CO											
<b>U57</b>											
Cheddar cheese	10	0.42									
cubed	10										
2-5# containers											
8910-01-E19-5160											
LB											
<b>U69**</b>											
Eggs, shell, fresh	36	2.37	8	16	28	46	56	65	93	232	279
8910-00-926-6048	30	-	240	480	840	1380	1680	1950	2790	6960	8370
DZ											

# Attachment 5

## SUBSISTENCE REQUISITIONING TABLES DECEMBER 2002

(Top figure- No. cases/bottom figure- Unit of Issue, quantity)

FIC/ NOMENCLATURE/ NSN/J/I	Net CS Wt/Pack	Cube/CS CS/Pallet	Number of persons for 30 days								
			A	B	C	D	E	F	G	H	I
			85	165	300	500	600	700	1000	2500	3000

**CONDIMENTS AND  
RELATED PRODUCTS**

Y83**												
Yeast, active dry	24	0.86	2	2	2	2	4	4	6	14	18	
12-2 lb bags	12	-	24	24	24	24	48	48	72	168	216	
8950-01-057-1559												
BG												

ATTACHMENT 6

NAPA NUMBER	NAPA HOLDER	EFFECTED DATE	FORMERLY
0001	MERGED NABISCO & KRAFT	19-Aug-96	MERGED W/KRAFT
0002	KELLOGG & KEEBLER	21-Aug-96	
0003	JIMMY DEAN & BRYAN FOODS	21-Aug-96	
0004	SARA LEE REFRIGERATED FOOD	6-Sep-96	BIL MAR
0006	SCHWANS	5-Nov-96	
0007	SIMPLOT	5-Nov-96	
0008	CAMPBELL	29-Oct-96	
0009	MERGED PILLSBURY	5-Nov-96	MERGED W/GENERAL MILLS
0010	HUNT /WESSON	5-Nov-96	
0011	GENERAL MILLS BAKERIES & FOOD SEF	25-Nov-96	
0012	READI BAKE	2-Dec-96	
0013	TYSON FOODS	20-Nov-96	
0014	MC ILHENNY	9-Dec-96	
0015	NESTLE FOODSERVICE	12-Dec-96	
0017	BUNGE FOOD	12-Dec-96	
0018	HILLSHIRE	30-Dec-96	
0020	M & M MARS	3-Jan-97	
0021	MERGED QUALITY CHEF (combined w/Heinz)	6-Jan-97	
0022	SARA LEE	7-Jan-97	
0023	MERGED KRAFT	7-Jan-97	MERGED UNDER NAPA 0001
0025	JOHN MORRELL	25-Feb-97	
0026	DANNON	3-Mar-97	
0028	NATURAL SEASONING	4-Mar-97	
0029	OTIS SPUNKMEYER	11-Mar-97	
0032	HEINZ	21-Apr-97	
0034	SMUCKERS	7-May-97	
0035	MERGED BRYAN FOODS	12-May-97	MERGE W/JIMMY DEAN
0036	TONES BROTHERS, INC	2-Jun-97	BURNS PHILP (DURKEE)
0037	MERGED SIGNATURE BREAD	2-Jun-97	MERGE W/PILLSBURY
0038	McCORMICK & CO	2-Jun-97	
0040	BRAKEBUSH BROTHERS	2-Jun-97	
0042	LYKES/VITALITY DIV	10-Jul-97	
0043	MC CAIN FOOD	10 Jul 97	
0044	MERGED Minh Combined w/Schwans)		
0045	LAND O'LAKES	22-Jul-97	
0047	NICK'S SAUSAGE	22-Jul-97	
0048	AURORA FOODS INC.	29-Jul-97	VDK FROZEN FOODS
0049	FRENCH'S FOODSERVICE	29-Jul-97	RECKITT BENCKISER/RECKITT & C
0050	PARCO FOODS	16-Jan-02	RE INSTATED
0051	CLOROX	18-Aug-97	
0054	MERGED ANCHOR FOODS	4-Sep-97	MERGED W/MC CAIN
0056	LYONS MAGNUS	11-Sep-97	
0057	MICHAEL FOODS	11-Sep-97	
0058	G. A. FOOD SERVICES	22-Sep-97	
0060	PERDUE FARMS	6-Oct-97	
0063	PORTION PAC INC	7-Oct-97	
0066	MERGED LIPTON	13-Nov-97	MERGE WITH UNILEVER BEST
0068	AWREY BAKERY	17-Nov-97	
0070	PESISCO FOODSERVICE & VENDING	5-Dec-97	QUAKER
0071	MERGED WORTHINGTON FOODS	8-Dec-97	COMBINED WITH KELLOGG'S
0072	CONTINENTAL MILLS	8-Dec-97	
0074	MERGED KEEBLER	22-Dec-97	MERGE WITH KELLOGG'S
0075	J & J SNACKS	22-Dec-97	
0077	ROSE PACKING CO	24-Dec-97	

# ATTACHMENT 6

0080	FERNANDO'S FOODS	9-Feb-98
0082	CHEF AMERICA	26-Feb-98
0083	GWALTNEY	18-Mar-98
0087	CUSTOM FOOD	14-Apr-98
0091	DEVAULT FOODS	18-May-98
0095	UNILEVER BESTFOODS	1-Sep-98
0098	JOHN R. DAILY INC	1-Sep-98
0100	TRIDENT SEAFOODS	1-Sep-98
0102	THE MINUTE MAID CO	1-Sep-98
0105	SUGAR FOODS CORP	1-Sep-98
0107	PAR-WAY/TRYSON	1-Sep-98
0108	PRECISION FOODS	1-Sep-98
0109	LAMB WESTON	1-Sep-98
0112	PIERRE FOODS	1-Sep-98
0113	KRONOS CENTRAL	16-Jan-02 RE INSTATED
0114	DEL MONTE	1-Sep-98
0119	VERYFINE PRODUCTS	1-Mar-99
0121	MERGED	1-Mar-99 MERGED W/GWALTNEY
0123	MERGED	1-Mar-99 MERGED W/HUNT WESSON
0124	ZARTIC INC	1-Mar-99
0125	COUNTRY PURE FOODS INC	1-Mar-99
0127	BRIDGFORD FOODS CORP	1-Mar-99
0130	FIRST FOOD COMPANY	1-Mar-99
0133	ROD'S FOOD PRODUCTS	1-Mar-99
0140	BERKS PACKING	1-Mar-99
0142	RICH PRODUCTS CORP	22-Mar-99
0150	CASTLEBERRY	16-Jan-02 RE INSTATED
0152	BASIC AMERICAN FOODS	14-Jul-99
0154	LEMON X CORP	24-Aug-99
0157	ADVANCE FOOD CO	1-Sep-99
0159	REILY FOODS	13-Oct-99
0160	ATKINS	13-Oct-99
0161	MARTHA OLSON'S	13-Oct-99
0166	S & W INTERNATIONAL FOOD	6-Dec-99
0169	FONTANINI ITALIAN MEATS	17-Dec-99
0171	CON AGRA POULTRY COMPANY	10-Jan-00
0173	C.H. GUENTHER/PIONEER FLOUR	21-Jan-00
0174	BAKER & BAKER	11-Feb-00
0177	COSTA MACARONI	17-Feb-00
0179	QUANTUM FOODS, INC.	20-Mar-00
0180	CARGILL INC / SUNNY FRESH FOODS	29-Mar-00
0181	THE CITRUS GROUP, INC.	29-Mar-00
0182	MERGED	29-Mar-00 MERGED W/QUAKER OATS
0183	BRUCE FOODS CORP	31-Mar-00
0187	WINDSOR FROZEN FOODS CO.	16-Jan-02 RE INSTATED
0196	SOUTHERN PRIDE CATFISH CO	18-Jul-00
0197	VANEE FOODS COMPANY	28-Jul-00
0200	TERRY'S COMFORT FOODS	28-Jul-00
0201	MONTAGE FOODS	28-Jul-00
0204	J.O.Y. FOODS, INC.	12-Sep-00
0206	PARROT ICE DRINK	2-Nov-00
0207	ASTRA FOODS	2-Nov-00
0209	HERSHEY	16-Jan-02 RE INSTATED
0210	GFF. INC. (GIRARD'S)	14-Nov-00
0211	HATFIELD QUALITY MEATS	5-Dec-00
0213	MICRO-TENDER INDUSTRIES INC.	31-Jan-01
0214	S & K INDUSTRIES (ABUELITA MEXICAN)	14-Feb-01

# ATTACHMENT 6

0216		BAKERY CHEF	15-Mar-01
0217		COFFEE EXPRESS	15-Mar-01
0218		SUPER BAKERY, INC.	18-Mar-01
0219		DISPENSING SYSTEMS INC.	5-Apr-01
0220	MERGED	CASA DI BERTACCHI	5-Apr-01 MERGED W/RICH PRODUCTS
0221		BALTIMORE SPICE INC.	17-Apr-01
0222		PENNANT FOODS/LA FRANCAISE BAKEF	19-Apr-01
0224		SOURCE FOOD TECHNOLOGY INC	25-Apr-01
0226		ALROD ENTERPRISES, INC.	3-May-01
0227		MILITARY FOOD & BEVERAGE SPECIALI:	3-May-01
0228		MALT-O-MEAL COMPANY	8-May-01
0229		FAIRFIELD GOURMET FDS/DAVID'S COO	10-May-01
0230		MOTT'S INC	15-May-01
0231		VICTORIA PACKING CORP	15-May-01
0232		YO CREAM INTERNATIONAL	12-Jun-01
0233		HORMEL FOODS	13-Jun-01
0234		SARA LEE DRESSING & SAUCES	26-Jun-01
0235		KAN-PAK LLC	26-Jun-01
0236		IOWA QUALITY MEATS	4-Sep-01
0237		HOUSE-AUTRY MILLS, INC.	2-Oct-01
0238		STATE FAIR FOODS, INC.	10-Oct-01
0239		TAMPA MAID FOODS, INC.	12-Oct-01
0240		ESCALON PREMIER BRANDS	24-Oct-01
0241		CHICAGOLAND BARBECUE	1-Nov-01
0242		BROOKWOOD FARMS, INC.	6-Nov-01
0243		CON AGRA SIGNATURE MEATS	26-Nov-01
0244		GILARDI FOODS	20-Dec-01
0245		VIKING SEAFOODS, INC.	20-Dec-01
0246		OREGON CHAI INC.	25-Jan-02

**STANDARD OPERATING PROCEDURE  
For  
PRIME VENDOR SYSTEMS MANAGEMENT VISITS  
To  
PRIME VENDOR DISTRIBUTORS**

**I. INTRODUCTION:**

A Prime Vendor Systems Management Visit (PVSMV) is a review of a contractor's management methods used to effectively meet the terms of the contract.

**II. PURPOSE AND SCOPE:**

This document prescribes the general guidelines and procedures for conducting Prime Vendor Systems Management Visits to Prime Vendor Distributors assigned to DSCP-HF Prime Vendor Regions, Directorate of Subsistence for contract administration. This document applies to the personnel of DSCP-HF and any other individual performing a PVSMV on behalf of DSCP-HF

**III. REFERENCE:**

American National Standard ANSI/ASQC Q92, Quality Systems - Model for Quality Assurance in Production and Installation

**IV. BACKGROUND:**

A. PVSMVs is comprehensive reviews of contractor methods and procedures used for contract performance. The key elements for effective Prime Vendor Systems Management are organizational structure, contract review, purchasing, production, inspection, and servicing.

B. Reviews will focus on (as appropriate within the terms of the contract):

1). Organizational Structure:

a. Management Responsibility for implementing an organizational structures capable too effectively perform the contract.

b. Control of documents: such as those used for purchasing, stock control, stock selection, inspection, sanitation, etc. are current and changes or modifications are controlled.

c. Training needs are identified and training is given to employees.

## ATTACHMENT 7

### 2). Contract Review:

Contract review procedures established to assure requirements and conditions stipulated by the government can be met.

### 3.) Purchasing:

Purchasing procedures to assure they include assessment of suppliers, include adequate purchasing data to obtain DOD prescribed items, and should include verification of purchased products.

### 4.) Production:

a. Product identification and traceability, especially in respect to DOD shelf life requirements, date of pack limitations, DOD approved sources, and product recalls.

b. Assurance those nonconforming product and customer complaints are identified and corrective actions taken.

c. Handling, Storage, Packaging, and Delivery. The contractor should have some established methods to control stored products, product selection, loading configuration, etc.

### 5.) Inspection:

a. Process controls: Work instructions, especially where absence of instructions would adversely affect quality are developed and communicated.

b. Inspection and Testing procedures.

c. Internal Auditing of established work procedures, methods, instructions, etc. to assure they are followed and are valid.

6.) Servicing: Procedures for customer servicing to include; Not-In-Stock notification, product substitution authorization, complaints resolution, ordering system assistance, customer satisfaction evaluation, etc. are developed and communicated.

## V. POLICY

A. PVSMV schedules will be approved by the Prime Vendor Regional Manager.

B. Scheduling visits with the contractor will be made by the Account Representative / Buyer for the contract.

C. PVSMVs is to determine that the contractor management methods designated for the contract are sufficient to meet the terms of the contract. Visits will not include overzealous reviews or recommendations to change contractor methods, policies, or procedures when those procedures are working satisfactorily.

D. Findings will be documented and reported as stipulated in this Standard Operating Procedure.

E. A Team leader for the visit will be selected when more than one individual are involved. The Team leader will hold a government pre-meeting with the individuals assigned to establish areas of responsibility, goals, and objectives for the visit.

F. Unless specifically referenced in the contract, contractor methods and procedures are not required to be documented.

# ATTACHMENT 7

## VI. PERSONNEL PERFORMING PVSMVs

- A. Personnel performing Prime Vendor Systems Management Visits should have an in-depth working knowledge of the contractor's responsibilities under the contract, and current problems being encountered in administration of the contract.

It is preferable to use a teaming approach to include individuals in the Procurement; Supply, Technical, and Quality Assurance disciplines assigned to the administration of the contract participate in the reviews.

Teaming will make the reviews more comprehensive and professional because of individual expertise in certain performance aspects.

B. Because of the complexity of the contractual relationships and customer service issues involved in Prime Vendor contracts, **PVSMVs should not be performed by third party personnel representing DSCP-HF Prime Vendor Regions unless there is no other alternative.** If a third party individual or activity is requested to perform a PVSMV, care should be taken to assure all aspects of the contractual requirements, status of problems, agreements or remedies are fully understood before designating the review. It may be necessary to limit the areas to be reviewed if a third party individual or activity is requested to perform a PVSMV. However use of subject matter experts is encouraged. For instance USDA-USDC Graders / Inspectors, or Veterinary Food Inspectors may be request to perform product exams of selected products to verify the products conform to the product technical descriptions.

## VII. PROCEDURES FOR PERFORMING PVSMVs

### A. SCHEDULING

- 1.) Prime Vendor Systems management Visits will be scheduled semiannually, or more frequently if needed.

### B. PREPARATION

- 1.) Individuals performing PVSMVs shall review the current contract requirements and review with the Account Representative Buyer, Supply, Quality Assurance, and Technical personnel, those areas requiring special attention. Planning for use of subject matter experts should done in advance to schedule their presence on-site or for other uses of their services. Individuals performing the PVSMV will review the contractor's proposal to familiarize themselves with the negotiated terms.
- 2.) Visits will be announced. The Account Representative / Buyer will schedule the visit on mutually agreed dates of the DSCP representatives and the contractor to assure the visit is productive and necessary contractor personnel are available during the visit.
- 3.) Review of problem or special interest areas will be made with the personnel assigned to administer the contract before departing to conduct the visit.
- 4.) Necessary references, exhibits, or other material will be gathered before departing.

# ATTACHMENT 7

## VIII. CONDUCTING THE VISIT

A. The individual or team will brief the contractor's management on the purpose of the visit before starting the review. If possible a current organizational chart and contractor program manuals may be obtained from management. It should be noted that the contractor is not required by contract to possess a "program manual" or procedures documents. However, if they were available they would be useful when conducting the visit.

B. It is recommended that the review be started by having the contractor's representative walk the team through the facility so the review team can ascertain where functional responsibility is assigned.

C. The Prime Vendor PVSMV check lists are to be used to assure consistent review during visits. However, the checklists are not within themselves more than a tool for the visitors to assure necessary areas have been reviewed. The depth of the review of any area will be predicated upon the findings of the visit. If key indicators for the performance characteristic or function are satisfactory, usually that area will not require an extensive review.

D. The review factors for a PVSMV, the definitions of the base line for compliance, and the key factor(s) relating to those base lines are as follows:

### FACTOR 1. Organizational Structure:

a. Management responsibility for implementing an organizational structure capable too effectively perform against the contract.

Definition: The contractor's policy for supplying a product or service is implemented by assigning organizational responsibility and authority to all personnel who manage, perform, and verify work affecting the contract.

Key factors: the organizational structure assigns responsibility and authority for contract review, purchasing, production, and inspection.

b. Control of documents:

Definition: Documents when used for purchasing, stock control, stock selection, inspection, sanitation, etc. are current and changes or modifications are controlled.

Key factor: Procedure and policy documents "when used" in contract review, purchasing, production, and inspection are controlled.

c. Training needs are identified and training is given to employees.

Definition: Methods or procedures exist for identifying and providing necessary training.

Key factor: Employees demonstrate through their work activity knowledge of their job responsibilities.

## ATTACHMENT 7

**FACTOR 2. Contract review procedures established to assure requirements and conditions stipulated by the government can be met.**

**Definition:** The contractor has an individual or activity assigned to review DSCP contracts and modifications to assure work solicited can be performed.

**Key factor:** An individual or organization is assigned contract review

**FACTOR 3. Purchasing:**

**Purchasing procedures to assure they include assessment of suppliers, include adequate purchasing data to obtain DoD prescribed items, meet DoD shelf life requirements and date of pack limitations, domestic source products etc., and should include verification of purchased products.**

**Definition:** Review of purchasing instruments and procedures verifies DOD prescribed items and requirements are being met.

**Key factor:** Items as prescribed in the solicitation / contract is being purchased for DOD deliveries.

**FACTOR 4. Production:**

**a. Product identification and traceability, especially in respect to DOD shelf life requirements, date of pack limitations, DOD approved sources, and product recalls.**

**Definition:** Methods or procedures used account for DOD specific requirements.

**Key factor:** identification and traceability of items allows selection of products meeting DOD requirements.

**b. Assurance that nonconforming product and customer complaints are identified and corrective actions taken and recalls can be effected.**

**Definition:** methods or procedures exist for nonconforming product, customer complaints and their resolution and recalls.

**Key factor:** the organizational structure assigns responsibility and authority for nonconforming supplies

**c. Handling, Storage, Packaging, and Delivery.**

**Definition:** The contractor should have established methods to control stored products, product selection, loading configuration, etc.

**Key factor:** Selection and delivery of products are made properly and delivered in the correct quantity and condition?

**5.) Inspection:**

**a. Process controls:**

**Definition:** work instructions, especially where absence of instructions would adversely affect quality are developed.

**Key factor:** Work instructions for special procedures are communicated.

**b. Inspection and Testing procedures.**

**Definition:** Procedures for condition of receipts, verification of purchased products, sanitation, stock rotation, etc. are communicated.

**Key factor:** Inspections and tests are completed for products, processes, or functions affecting quality of product or service.

c. Internal Auditing of established work procedures, methods, instructions, etc. to assure they are followed and are valid.

Definition: Documented procedures are reviewed for their adequacy and personnel's compliance to them.

Key factor: "When" an audit program is established it is being accomplished. NOTE: An internal auditing program is not required by the contract.

#### RECORDING FINDINGS:

The PVSMV checklist will be completed for each review. Notes documenting status of factors or elements on the checklist may be recorded on the checklist. The checklist provided in this SOP is only an example. Check list should be developed for each contract.

Findings requiring action by the contractor to modify methods or procedures to bring performance into contract compliance will be documented on a DD Form 1715 and a copy provided to the contractor during the visit, as soon as the discrepancy is noted. Or documented as determined be the team leader or Regional manager.

The DD Form 1715 will be completed and signed by the Team leader or individual conducting the PVSMV. The specific contract reference shall be stated for the noncompliance, with a short summary of the finding and a statement of action required. (See example)

Other suggestions for improvement of processes or procedures affecting support to DOD under the contract may be discussed with the contractor's representatives, and documented on the PVSMV checklist. It is important to advise the contractor that these types of observations are only suggestions for improvement, and are not procedures requiring modification for contract compliance.

#### IX. REPORTING:

A. The individual or team will out-brief with the Respective Prime Vendor Regional Manager, the Account Representative, Buyer, and Contracting Officer for the particular contract involved.

B. The completed PVSMV checklist and Quality Deficiency Reports DD Forms 1715 shall be provided to the Accounts Representative for the contract file and documentation of deficiencies noted.

ATTACHMENT 7

PVSMV CHECKLIST

21 Jan 98.

PRIME VENDOR SYSTEMS MANAGEMENT VISIT  
CHECKLIST

FACTOR 1. ORGANIZATIONAL STRUCTURE

Yes   No   N/A

—   —   —   \*   1.a. Does organizational structure assign responsibility and authority for contract review, purchasing, production, and inspection?

review elements:

—   —   —   1.a.1. Does organizational chart assign responsibilities for contract review, purchasing, production, and inspection?

—   —   —   1.a.2. Is line of authority commensurate with responsibility?

—   —   —   1.a.3. Does management periodically review and approve policies and objectives in organizational components? How?

—   —   —   1.a.4. Are records of nonconformances, customer complaints, and customer surveys reviewed by management and corrective actions/ improvement initiatives approved? How?

—   —   —   1.a.5. Is there a means to verify effectiveness of solutions? How?

*ATTACHMENT 7*

Yes   No   N/A

—   —   —

1.a.6. Are policies and procedures clearly defined and provided to involved employees?   How?

—   —   —

1.a.7. Does company have a system for internal review of policies and procedures?

Describe:

—   —   —

\* 1.b. Are procedure and policy documents "when used" in contract review, purchasing, production, and inspection controlled? How?

review elements

—   —   —

1.b.1. Is the issue of all documents defined?

—   —   —

1.b.2. Is there a method or vehicle to identify the current revision of documents?

—   —   —

1.b.3. Are obsolete documents accounted for and removed from use?

—   —   —

\* 1.c. Do employees demonstrate through their work activities knowledge of their job responsibilities?

review elements

—   —   —

1.c.1. Does the company have a procedure/ program for training

and qualification of personnel?

Yes   No   N/A

—   —   —   1.c.2. Are qualification requirements for special processes, inspections, or tests clearly identified?

—   —   —   1.c.3. Are training and qualification records maintained for all personnel?

FACTOR 2   CONTRACT REVIEW

Yes   No   N/A

—   —   —   \*   2. Is an individual or organization assigned contract review responsibility?

—   —   —   review elements  
2.a. Are there procedures for review of all government contracts, proposals, and modifications?

—   —   —   2.b. Are contract, proposal, and modification reviews documented?

FACTOR 3   PURCHASING

Yes   No   N/A

—   —   —   \*   3. Are items as prescribed in the solicitation / contract are being purchased for DOD deliveries. How?

—   —   —   3.a. Is there evidence of review of purchase orders to insure inclusion of all requirements? Describe:

# ATTACHMENT 7

Yes   No   N/A

\_\_\_   \_\_\_   \_\_\_

3.b. Are there procedures to ensure suppliers ability to meet contractual requirements?

\_\_\_   \_\_\_   \_\_\_

3.c. Are their procedures to assure that products designated for DOD inventory is DOD Sanitary Approved Sources?

## FACTOR 4   PRODUCTION

Yes   No   N/A

\_\_\_   \_\_\_   \_\_\_

\* 4.a. Is there identification and traceability of items which allows selection of products meeting DOD requirements?

\_\_\_   \_\_\_   \_\_\_

\* 4.b. Is responsibility for nonconforming supplies, customer complaints, recalls assigned?

\_\_\_   \_\_\_   \_\_\_

review elements

4.b.1. Does the company have an effective system for controlling nonconforming products, including identification, segregation, and disposition? Describe?

\_\_\_   \_\_\_   \_\_\_

4.b.2. Is nonconforming product controlled to preclude intermingling with conforming product? How?

ATTACHMENT 7

— — — 4.b.3. Is there a system of corrective action, correcting assignable conditions?

Yes No N/A

— — — \* 4.c. Are selection and delivery of products made properly and delivered in the correct quantity and condition?

— — — 4.c.1. Are their procedures for handling, storage, packaging, selection, and delivery of product? Describe:

— — — 4.c.2. Are there periodic inspections of stored products to assure no damage occurs, products meet shelf life requirements, and stock is properly rotated? Describe:

— — — 4.c.3. Are their procedures to assure packaging, packing, marking, and unitization requirements are met (especially Navy afloat).

FACTOR 5 INSPECTION

Yes No N/A

— — — \* 5.a. Are work instructions for special procedures communicated?

— — — \* 5.b. Are inspections and tests completed for products, processes, or functions affecting quality of product or service

review elements

— — — 5.b.1. Are receiving inspections completed to determine condition and status of purchased supplies.

# ATTACHMENT 7

Yes   No   N/A

—   —   —

5.b.2. Are in-process inspection and testing points determined and necessary inspection or tests completed?

—   —   —

5.b.3. Are there final inspections of products staged for deliveries?  
Describe:

—   —   —

5.c. Does the company perform internal audits of its procedures?

## FACTOR 6   SERVICING

Yes   No   N/A

—   —   —

6.a. Does company have procedures for Not-In-Stock and product substitution authorization?

—   —   —

6.b. Does company have procedures and methods for ordering system assistance and maintenance?

—   —   —

6.c. Are records of customer complaints and resolution maintained.

—   —   —

6.d. Is customer satisfaction monitored and evaluated?

# ATTACHMENT 7

- denotes a key factor

## Prime Vendor System Management Visit

**Govt. Pre - Meeting**

page 1 of 3

*(The team leader will hold a govt. pre meeting to establish areas of responsibility , purpose and scope for the visit )*

Contractor : \_\_\_\_\_ Scheduled Date : \_\_\_\_\_

Hotel Reservations \_\_\_\_\_

Transportation : \_\_\_\_\_

**Purpose:**(What is to be achieved. Do the users of the PVSMV wish to determine compliance with contract requirements and or the effectiveness of existing control methods. This is critically important to the success of the PVSMV)

\_\_\_\_\_  
 \_\_\_\_\_

**Scope :** (Performance to contract requirements by the vendor)  
 ( Broad Brush, Total System, Part of the System)

\_\_\_\_\_  
 \_\_\_\_\_

**Resources****Responsibility:**

Area	Professional
Contracting	_____
Technical	_____
Quality	_____
Supply	_____
Management	_____

**Notes :**

Prime Vendor System Management Visit

Govt. Pre - Meeting

page 2 of 3

Performance Standard : (contract) \_\_\_\_\_

Authority for PVSMV : (ref.) \_\_\_\_\_

1. Determine exactly what will be covered in the above Responsibility Areas to ensure there is no overlap or omissions in the sub areas.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. Determine if a checklist or other procedure will be used for the review :

\_\_\_\_\_  
\_\_\_\_\_

3. Determine the interaction between members for the area assigned.

*(The point being if a area is assigned to a professional then the professional will take the lead for that area during the review with the firm. Team interaction should be directed to the professional - not the firm)*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. Determine if the entrance brief will be conducted by the team leader or the team.

*(Normally the team leader would conduct the entrance brief and introductions with the team present)*

5. Determine if the exit brief will be conducted by the team leader or the team for the area of responsibility. \_\_\_\_\_









Prime Vendor - Exclusive distributor or had an agreement to provide exclusive support for a certain commodity  
 Solicitation Number SP0300-02-R4015

FACTOR 1 PAST PERFORMANCE/CORPORATE EXPERIENCE

8. THE FOLLOWING PAST PERFORMANCE INFORMATION APPLIES TO THE OPERATING COMPANY - NOT THE CORPORATION  
 PLEASE PROVIDE THE APPROPRIATE INFORMATION BELOW FOR YOUR 5 HIGHEST DOLLAR VALUE CONTRACTS, FOR THE PAST  
 3 YEARS. If you have Government contracts that are not included with the five highest dollar value contracts, then use blocks 4 and 5 for your  
 Government contracts regardless of their dollar value.

	Account 1	Account 2	Account 3	Account 4	Account 5
Customer Name and City & State DELIVERY POINT:					
Customer's point of contact and phone number					
Annual dollar value					
Fill rate/ without substitutions*					
Fill rate/ with substitutions*					
Number of deliveries per week					
Number of delivery locations supported per week					

\*The fill rate shall be calculated as follows:  
 Cases accepted X 100 = fill rate %  
 Cases ordered

Solicitation Number SP0300-02-R-401

PAST PERFORMANCE/CORPORATE EXPERIENCE (continued)

	Account 1	Account 2	Account 3	Account 4	Account 5
Average number of line items per location per week					
Length of time this account has been serviced					
Contracting Agency (if applicable)					
Contract Number					
Contracting Officer's Name and Phone Number					

Solicitation Number SP0300- 02-R-4015

PAST PERFORMANCE/CORPORATE EXPERIENCE (continued)

PLEASE INDICATE THE AMOUNT OF SUPPLIES/SERVICES CURRENTLY SUBCONTRACTED TO THE BELOW GROUPS, AS A PERCENTAGE OF THE TOTAL CONTRACT DOLLAR VALUE:

	Account 1	Account 2	Account 3	Account 4	Account 5
Small Business	%	%	%	%	%
Small Disadvantaged Business	%	%	%	%	%
Women Owned Business	%	%	%	%	%

MENTORING BUSINESS AGREEMENT (MBA'S)

	Agreement 1	Agreement 2	Agreement 3	Agreement 4	Agreement 5
Name of Company Mentored/P.O.C./ Telephone Number					
Areas of Developmental Assistance (Mgmt./Technical)					
Time Period of Agreement					

Solicitation Number SP0300. 02-R-4015  
 PAST PERFORMANCE/CORPORATE EXPERIENCE (continued)

b. THE FOLLOWING IS YOUR CORPORATE EXPERIENCE INFORMATION

	CORPORATE INFORMATION	OPERATING COMPANY - LOCAL BRANCH INFORMATION
Number of year's experience as a Prime Vendor/regular dealer		
Number of accounts serviced as a prime Vendor/regular dealer similar in complexity to the proposed contract		
The total number of customers/accounts currently serviced under a prime vendor/regular dealer arrangement.		
The total number of delivery points currently serviced under the prime vendor/regular dealer arrangement cited above.		
Prime Vendor/regular dealer sales dollar volume for the latest yearly reporting period for the above accounts.		
Total orders processed on a weekly basis, on average, for your largest account based on latest yearly reporting period		

## ATTACHMENT 9

## SITE VISIT - CHECK LIST

## II. DISTRIBUTION SYSTEM/QUALITY ASSURANCE

## A. Distribution &amp; Resources

- Total Warehouse Capacity  
 Dry \_\_\_\_\_ Chill \_\_\_\_\_ Freeze \_\_\_\_\_  
 Open Warehouse Capacity  
 Dry \_\_\_\_\_ Chill \_\_\_\_\_ Freeze \_\_\_\_\_  
 Maximum Capacity \$ \_\_\_\_\_  
 Capability to ship/receive simultaneously  
 YES \_\_\_\_\_ NO \_\_\_\_\_ Effect on Surge  
 Temperature and/or humidity controls  
     Manual \_\_\_\_\_  
     Computer System \_\_\_\_\_  
     State of the Art \_\_\_\_\_  
 Distribution equipment resources  
     \_\_\_\_\_ # of Trucks, fork lifts etc.  
     Owned/Leased  
 Additional equipment/resources required YES \_\_\_\_\_ NO \_\_\_\_\_  
 Lead time to acquire  
 Delivery route and stop-off sequence  
 Methodologies used to ensure on time delivery  
 Procedures employed to ensure orders filled accurately and completely

## B. Quality Control and Assurance Procedures

- Quality Control and Assurance Procedures  
 Adequate Procedures \_\_\_\_\_ Receipt \_\_\_\_\_ Storage \_\_\_\_\_ Outbound  
 Inventory Control System  
     Do they have a way to control  
 Level of Automation + -  
 Reserve inventory and/or let down control procedures  
     Manual \_\_\_\_\_ Computer \_\_\_\_\_  
 Inventory rotation methods  
     FIFO LIFO etc.  
 Monitoring procedures  
 Identification and correction of discrepancies  
     At Warehouse Level  
     Procedure that would correct  
 Caliber of personnel responsible for ensuring quality procedures are monitored  
     Who/How \_\_\_\_\_ Dedicated  
 Inventory Turnover Rate for Past Year  
     \_\_\_\_\_ Freeze  
     \_\_\_\_\_ Chill  
     \_\_\_\_\_ Dry  
     \_\_\_\_\_ FF&V  
 Procedures to control shelf life/shelf life date  
     Normal inventory  
 Manual (cycle counters) \_\_\_\_\_ Computer system

ATTACHMENT 9

**C. Inspection and Sanitation Procedures**

- [ ] Inspection Procedures employed to guarantee movement of quality prod Receipt... Storage
- [ ] Inspection
  - Frequency
  - Type
- [ ] Amount of inspection 100% Random
- [ ] Product characteristics to be inspected
- [ ] Criteria for approving and rejecting products Authority Who
- [ ] Criteria for removal from inventory Authority
- [ ] Record for documenting inspection results YES \_\_\_\_\_ NO \_\_\_\_\_
- [ ] Method for identifying the inspection status of approved and rejected product
- [ ] Sanitary Control Procedures
  - Description of in-house program
  - Scheduling of Duties
  - Inspection Certification
- [ ] Contract Services/Third Party Audits
  - Frequency of Service
  - Services Provided
  - Monitoring procedures
- [ ] Stored Products Pest Management Program
  - Description of in-house program
  - Scheduling of Duties
  - Inspection Certification
- [ ] Contract Services/Third Party Audits
  - Frequency of Service
  - Services Provided
  - Monitoring procedures
- [ ] Recent Copies of Inspection Reports: