

**Central Community School System  
Child Nutrition Program  
2020-2021**



Non-Food Supplies & Equipment

**Bid Opening – Wednesday, April 8, 2020 at 10:00 am**

Bid Period - July 1, 2020– June 30, 2021



**CENTRAL COMMUNITY SCHOOL SYSTEM**  
**10510 Joor Road • Suite 300 • Central, LA 70818**  
**P.O. Box 78094 • Central LA 70837**  
**225-262-1919 • www.centralcss.org**



Date: March 5, 2020  
To: Vendors  
From: April Kurtz,  
Child Nutrition Program Supervisor  
Subject: Paper and Cleaning Supplies; Auto-Dispensed Cleaning Chemicals; and Small Equipment Bids for SY 2020-2021

Sealed bids will be received by the Central Community School System, Child Nutrition Program, 10510 Joor Road, Suite 300, Baton Rouge, Louisiana, 70818 or submit electronically to [Centralauctionhouse.com](http://Centralauctionhouse.com) up to 10:00 A.M. Central Standard Time on **Wednesday, April 8, 2020** for providing paper and cleaning supplies; auto-dispensed cleaning chemicals, and small equipment items to Central Community Schools.

Changes and additions have been made to Central Community School System's Paper and Cleaning Supplies; Auto-Dispensed Cleaning Chemicals; and Small Equipment Bids for the Child Nutrition Program. The changes and additions were made to update the Invitation for Bid to include regulations from USDA that are required in bid contracts. **Bidders must read the entire bid for complete bid requirements.**

In Section I: INSTRUCTIONS – #8 and #9 have been rewritten to clarify meaning. New statements in this section include #10, #11, and #12.

New Sections are: II, III, IV, V, VI, XVII, XXII, XXIII, XXIV, XXV, XXVI, XXVII, XXVIII, XXIX, XXX, XXXI, XXXII, XXXIII, XXXIV, XXXV, XXXVI, XXXVII, XXXVIII, and XXXIX.

**NEW!! New signature page added. Section XXXIX – Compliance with all instructions.** Once awarded, this bid will serve as a contract between Central Community School System Child Nutrition Program and the Vendor. Vendor should keep a copy for your records. This document with the original signature, signed by the Authorized Bidder, is to be returned with all other required signed documents and the price sheets to be considered.

**REMINDER:** To comply with Federal and State procurement regulations, the following forms **MUST be completed, signed, and returned with the bid form for bid to be considered.**

- a Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion – Lower Tier Covered Transactions
- b Certification of Independent Price Determination
- c Certification Regarding Lobbying
- d Acknowledgement
- e Contract Section
- f Disclosure of Lobbying Activities
- g Invitation to Bid in its entirety, with signature

If you have any questions, please contact April Kurtz, Child Nutrition Program Supervisor at 225-650-2919 or [akurtz@centralcss.org](mailto:akurtz@centralcss.org).



**CENTRAL COMMUNITY  
SCHOOL SYSTEM**



10510 Joor Road • Suite 300 • Central, LA 70818  
P.O. Box 78094 • Central LA 70837  
225-262-1919 • www.centralcss.org

**BID CHECKLIST**

Company Name: \_\_\_\_\_

**BEFORE SUBMITTING YOUR BID PLEASE ENSURE THE FOLLOWING:**

**A check mark indicates your compliance.**

- \_\_\_\_\_ The Bid Package was read in its entirety
- \_\_\_\_\_ The Invitation to Bid by Sealed Bid
- \_\_\_\_\_ The Bid Price Sheet was completed
- \_\_\_\_\_ Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion – Lower Tier Covered Transactions was completed
- \_\_\_\_\_ Certification of Independent Price Determination was completed
- \_\_\_\_\_ Certification Regarding Lobbying was completed
- \_\_\_\_\_ Acknowledgement was completed
- \_\_\_\_\_ Contract Section was completed
- \_\_\_\_\_ Disclosure of Lobbying Activities was completed
- \_\_\_\_\_ Buy American Certification form –was completed (for Dry, Frozen/Refrigerated Bids)

**\*\*REMEMBER: BIDS MUST BE SIGNED AND RETURNED IN A SEALED ENVELOPE MARKED WITH THE TYPE OF BID AND INDICATE THE DATE AND HOUR OF OPENING.**

FAILURE TO PROVIDE THE REQUESTED DOCUMENTS MAY RESULT IN YOUR BID BEING DEEMED NON-RESPONSIVE.

THIS SHOULD BE THE FIRST PAGE OF YOUR RETURNED BID  
THANK YOU