



ORIGINAL

RFQ - Invitation For Bids

RFQ Date: 10/29/2010

Collective Number:

**CN00033195**

SHOW THIS NUMBER ON BID ENVELOPE OR FAX COVER SHEET

Issuing Office:  
 SCI Houtzdale  
 SCI Houtzdale  
 209 Institution Drive  
 Houtzdale PA 16698

Bidder/Contractor's Name, Address and Phone #:

Your vendor number with us (if available): \_\_\_\_\_

Please Return Quotation To:  
 SCI Houtzdale  
 SCI Houtzdale  
 209 Institution Drive  
 Houtzdale PA 16698

Type of Security furnished if required:

- Certified or bank cashier's check
- Irrevocable letter of credit
- Certificate of deposit
- Other as specified by bid
- Bond - If annual bond:

**RETURN BID BY:**

BID OPENING DATE  
 11/16/2010

BID OPENING TIME  
 11:00 A.M.

EXPIRATION DATE OF CONTRACT:  
 (IF APPLICABLE)  
 12/31/2010

What is the name of the principal on the bond?

Items To Be Delivered To:  
 SCI Houtzdale  
 1131779  
 P.O. Box 1000  
 Houtzdale PA 16698-1000

Contact Information:

Buyer: Debbie Deao  
 Phone: 814-378-1000 1718  
 Fax: 814-378-1022  
 E-mail: ddeao@state.pa.us

**DELIVERY DATE:**  
 12/07/2010

The following are incorporated by reference herein: 1) the documents attached to this RFQ, if any; 2) the documents incorporated by reference in this RFQ, if any; and 3) the bid and contract terms and conditions, stored on the web site address at [www.dgs.state.pa.us](http://www.dgs.state.pa.us) for this type of RFQ as of the date of the RFQ. RFQ, as used herein, means Request for Quotations, Invitation for Bids, Invitation to Qualify, or Request for Proposals, as appropriate. The Bidder/Contractor, intending to be legally bound hereby, offers and agrees, if this submission is accepted, to provide the awarded items at the price(s) set forth below at the time(s) and place(s) specified.

Item No.	Description of Items	Quantity	UOM	Unit Price	Total Line Item Price
10	291454 FRUIT, APPLES, FRUITS, 3/LB, MIN 113, 38-42LB/CS <b>Material PO text</b> FRESH US. FANCY TO US. NO. 1; EATING APPLE; 3 MEDIUM SIZE PIECES PER POUND; ANY VARIETY, EXCEPT GREEN TART SUCH AS GRANNY SMITH; LOCAL GROWN PREFERRED; 38-42 LBS CARTON/BOX; TRAY OR CELL PACK; MINIMUM 113 PIECES PER CARTON. <b>Shipping Instructions</b> DELIVER 75 CASES ON: DEC 7, 14, 21, 28, 2010	300.000	Case		
20	291458 FRUIT, BANANAS, FULL HANDS, 40 LB/CS <b>Material PO text</b>	96.000	Case		

**INSTRUCTIONS FOR FILLING OUT THIS FORM**

**FOR EACH ITEM LISTED, ENTER YOUR BID AMOUNT IN THE UNIT PRICE COLUMN AND TOTAL COLUMN THEN ENTER THE TOTAL BID AMOUNT AND SIGN THIS DOCUMENT ON THE LAST PAGE**



ORIGINAL

RFQ - Invitation For Bids

RFQ Date: 10/29/2010

Collective Number:

**CN00033195**

SHOW THIS NUMBER ON BID ENVELOPE OR FAX COVER SHEET

Item No.	Description of Items	Quantity	UOM	Unit Price	Total Line Item Price
	FRESH MEDIUM SIZED BANANAS - FULL HANDS; AVERAGE 3 MEDIUM BANANAS PER POUND; STAGE 3 TO 4; MINIMUM 110 PIECES PER CARTON; 40 LBS/CS. <b>Shipping Instructions</b> DELIVER 24 CASES ON: DEC 7, 14, 21, 28, 2010				
30	291568 VEG, CABBAGE, HEAD, FRS, 50 LB/CS <b>Material PO text</b> FRESH US. NO. 1 GREEN; ROUND SOLID FIRM HEADS; NO EVIDENCE OF WORM INFESTATION, DEHYDRATION - YELLOW LEAF OR DISCOLORATION; 50 LBS CARTON/SACK. <b>Shipping Instructions</b> DELIVER AS FOLLOWS: 2 CS ON DEC 7, 2010 24 CS ON DEC 14, 2010 26 CS ON DEC 21, 2010 13 CS ON DEC 28, 2010	65.000	Case		
40	291573 VEG, CARROT, TOPPED, FRS, 50 LB/BAG <b>Material PO text</b> FRESH US. NO. 1 CARROTS WHOLE, TOPPED; FIRM, SMOOTH, UNIFORM SHAPE, BRIGHT ORANGE COLOR, WITH NO WILTING, FLABBINESS, SOFTNESS, MUSHINESS, OR SHRIVELED; DIAMETER NOT LESS THAN 3/4" NOR MORE THAN 1 1/2"; LENGTH NOT LESS THAN 5"; 50 LBS BAG. <b>Shipping Instructions</b> DELIVER AS FOLLOWS: 9 BAGS ON DEC 7, 2010 16 BAGS ON DEC 14, 2010 27 BAGS ON DEC 21, 2010 26 BAGS ON DEC 28, 2010	78.000	Bag		
50	291565 VEG, BROCCOLI FLORET,FRS, PREP,4-3LB /CS <b>Material PO text</b> FRESH US. NO. 1; CUT INTO FLORETS	16.000	Case		

**INSTRUCTIONS FOR FILLING OUT THIS FORM**

**FOR EACH ITEM LISTED, ENTER YOUR BID AMOUNT IN THE UNIT PRICE COLUMN AND TOTAL COLUMN THEN ENTER THE TOTAL BID AMOUNT AND SIGN THIS DOCUMENT ON THE LAST PAGE**



ORIGINAL

RFQ - Invitation For Bids

RFQ Date: 10/29/2010

Collective Number:

**CN00033195**

SHOW THIS NUMBER ON BID ENVELOPE OR  
FAX COVER SHEET

Item No.	Description of Items	Quantity	UOM	Unit Price	Total Line Item Price
	<p>(2-INCH OR LESS); FROM FAIRLY COMPACT HEAD CLUSTERS; NO FLOWERING OPEN BUD CLUSTERS; TENDER, MOIST, LIGHT GREEN STEM; ACCEPTABLE PACK SIZE 4-3 LB BAGS/CS.</p> <p><b>Shipping Instructions</b> DELIVER 4 CASES ON: DEC 7, 14, 21, 28, 2010</p>				
60	<p>291613 VEG, TOMATO, FR. 3/LB-25 LBS/CS</p> <p><b>Material PO text</b> FRESH US. NO. 1; UNIFORMLY SIZED 3 PIECES PER POUND AVERAGE; STAGE 6 RED; WELL DEVELOPED, FIRM, MATURE BUT NOT OVERRIPE OR SOFT; NO EXTERNAL DAMAGE TO INCLUDE NO DECAY, ROT, MOLD, BRUISING, NO GROWTH CRACKS, OR SHRIVELING; 25 LB/CARTON OR BOX.</p> <p><b>Shipping Instructions</b> DELIVER 4 CASES ON: DEC 7, 14, 21, 28, 2010</p>	16.000	Case		
70	<p>291603 VEG, RADISH, FR, 14-1LB/CS</p> <p><b>Material PO text</b> FRESH US. NO. 1; RED RADISHES; CLEAN AND TOPPED; ROUND FIRM; NO VISUAL EVIDENCE OF INFESTATION OR WORM HOLES; SEASONAL FOR SALAD BAGS; 14-1 LB BAGS/CS.</p> <p><b>Shipping Instructions</b> DELIVER 2 CASE ON: DEC 7, 14, 21, 28, 2010</p>	8.000	Case		
80	<p>291586 VEG, LETTUCE, HEAD, FR, 24 CT, 50/LB/CS</p> <p><b>Material PO text</b> FRESH US. NO. 1 ICEBERG LETTUCE; 24 COUNT, GREEN, WELL-FORMED HEADS, CRISP, TENDER LEAVES; WELL TRIMMED, WITH NO LOOSE LEAVES IN CONTAINERS; NOT WRAPPED; NO SPOTTING, RUSTING, OR OTHER</p>	77.000	Case		

**INSTRUCTIONS FOR FILLING OUT THIS FORM**

**FOR EACH ITEM LISTED, ENTER YOUR BID AMOUNT IN THE UNIT PRICE COLUMN AND TOTAL COLUMN THEN ENTER THE TOTAL BID AMOUNT AND SIGN THIS DOCUMENT ON THE LAST PAGE**



ORIGINAL

RFQ - Invitation For Bids

RFQ Date: 10/29/2010

Collective Number:

**CN00033195**

SHOW THIS NUMBER ON BID ENVELOPE OR  
FAX COVER SHEET

Item No.	Description of Items	Quantity	UOM	Unit Price	Total Line Item Price
	DECAY; WAX CARTONS 50 LBS/CS <b>Shipping Instructions</b> DELIVER AS FOLLOWS: 21 CASES ON DEC 7, 2010 14 CASES ON DEC 14, 2010 14 CASES ON DEC 21, 2010 28 CASES ON DEC 28, 2010				
90	291605 VEG, SLD MIX, PL CHOP, ICEBERG, 4-5LB/CS <b>Material PO text</b> FRESH US. NO. 1; LETTUCE (ICEBERG) TO CONTAIN 87% ICEBERG LETTUCE, 8% CARROTS, 5% RED CABBAGE; LETTUCE, CABBAGE AND CARROTS TO BE PACKAGED INDIVIDUALLY IN VACUUM PACKAGES; 4-5 LB BAGS/CS <b>Shipping Instructions</b> DELIVER AS FOLLOWS: 24 CASES ON DEC 7, 2010 12 CASES ON DEC 21, 2010	36.000	Case		
100	291591 VEG, ONION, FRS, 50LB BAG <b>Material PO text</b> FRESH DRY US. NO. 1 TYPES - ONION ALL PURPOSE YELLOW, WHITE, OR RED; NO GREEN SUNBURN SPOTS, BLACKISH DECAY AREAS, MOLD SPOTS OR OTHER DAMAGE; MEDIUM TO JUMBO SIZE; 50 LB BAGS. <b>Shipping Instructions</b> DELIVER AS FOLLOWS: 45 BAGS ON DEC 7, 2010 42 BAGS ON DEC 14, 2010 44 BAGS ON DEC 21, 2010 37 BAGS ON DEC 28, 2010	168.000	Bag		
110	291464 FRUIT, ORANGE, FRS, 100-125, MIN100, 38- 40#CS <b>Material PO text</b> FRESH U.S. NO 1; REASONABLY SEEDLESS; VARIETIES - NAVEL OR VALENCIA; NO LIGHT, PUFFY, OR SPONGY FRUIT; NO MOLD	300.000	Case		

**INSTRUCTIONS FOR FILLING OUT THIS FORM**

**FOR EACH ITEM LISTED, ENTER YOUR BID AMOUNT IN THE UNIT PRICE COLUMN AND TOTAL COLUMN  
THEN ENTER THE TOTAL BID AMOUNT AND SIGN THIS DOCUMENT ON THE LAST PAGE**



ORIGINAL

RFQ - Invitation For Bids

RFQ Date: 10/29/2010

Collective Number:

**CN00033195**

SHOW THIS NUMBER ON BID ENVELOPE OR  
FAX COVER SHEET

Item No.	Description of Items	Quantity	UOM	Unit Price	Total Line Item Price
	<p>OR DECAY (SOFTNESS THAT BREAKS UNDER SLIGHT PRESSURE) BEYOND STANDARD AMOUNT ALLOWED; SIZE 100 TO 125 COUNT, UNIFORM IN SIZE AND REASONABLY WELL COLORED; 38-40 LBS/CONTAINERS/CARTONS; MINIMUM COUNT 100.</p> <p><b>Shipping Instructions</b> DELIVER 75 CASES ON: DEC 7, 14, 21, 28, 2010</p>				
120	<p>291595 VEG, PEPPER, SWEET, FRS, 22-25 LB/CS</p> <p><b>Material PO text</b> FRESH US. NO. 1; SIZE - DIAMETER NO LESS THAN 2-1/2"; LENGTH NOT LESS THAN 2-1/2" ; FIRM, FRESH, CRISP, BRIGHT IN APPEARANCE, THICK-FLESHED AND FRESH GREEN STEM (CALYX); NO SHRIVELING, DULLNESS, PITTING, OTHER DAMAGE, NO ROT OR DECAY; WEIGHT 22-25 LBS/CARTON.</p> <p><b>Shipping Instructions</b> DELIVER AS FOLLOWS: 57 CS ON DEC 7, 2010 40 CS ON DEC 14, 2010 51 CS ON DEC 21, 2010 26 CS ON DEC 28, 2010</p>	174.000	Case		
130	<p>291596 VEG, POTATO, ALL-PUR, FRS, 50LB/CS</p> <p><b>Material PO text</b> FRESH US. NO. 1 - STANDARD ALL PURPOSE POTATO; SIZE A 1-7/8 INCH AND LARGER WITH 40% OF POTATOES OVER 2-1/2 INCHES OR 6 OZ.; UNIFORMLY SIZED FOR MACHINE PEELING PURPOSES; CLEAN, FIRM AND SMOOTH, GOOD COLOR WITH NO WRINKLES, WILTING, SOFT DARK OR GREENISH AREAS, FEW EYES OR CUTS; 50 LBS/SACK OR CARTON</p> <p><b>Shipping Instructions</b> DELIVER AS FOLLOWS: 78 CS ON DEC 7, 2010 163 CS ON DEC 14, 2010 146 CS ON DEC 21, 2010</p>	605.000	Case		

**INSTRUCTIONS FOR FILLING OUT THIS FORM**

**FOR EACH ITEM LISTED, ENTER YOUR BID AMOUNT IN THE UNIT PRICE COLUMN AND TOTAL COLUMN THEN ENTER THE TOTAL BID AMOUNT AND SIGN THIS DOCUMENT ON THE LAST PAGE**



ORIGINAL

RFQ - Invitation For Bids

RFQ Date: 10/29/2010

Collective Number:

**CN00033195**

SHOW THIS NUMBER ON BID ENVELOPE OR  
FAX COVER SHEET

Item No.	Description of Items	Quantity	UOM	Unit Price	Total Line Item Price
	218 CS ON DEC 28, 2010				
140	291598 VEG, POTATO, BAKER, FRS, 50LB/CS <b>Material PO text</b> FRESH US. NO. 1; OBLONG TO OVAL SHAPE MEDIUM SIZE 120 COUNT UNIFORM IN SIZE FOR BAKING PER 50 LB CARTON; CLEAN, FIRM AND SMOOTH; GOOD COLOR WITH NO WRINKLES, WILTING, SOFT DARK OR GREENISH AREAS, FEW EYES OR CUTS; 50 LB/CARTON. <b>Shipping Instructions</b> DELIVER AS FOLLOWS: 26 CASES DEC 7, 2010	26.000	Case		
150	291578 VEG, CELERY, PASCAL, FRS, 30-36CT, 50-60#CS <b>Material PO text</b> FRESH US. NO. 1 PASCAL TYPE; CRISP, COMPACT STALKS THAT BREAK EASILY; NO SIGNS OF PITHINESS, DECAY, INSECT-INJURED, LIMP, ROUGHNESS, AND OVERAGED PRODUCT; LEAVES SHOULD BE FRESH GREEN WITH NO EVIDENCE OF WILTING; 30 OR 36 COUNT PER CASE; 50 - 60 LBS/CS. <b>Shipping Instructions</b> DELIVER AS FOLLOWS: 9 CS ON DEC 7, 2010 14 CS ON DEC 14, 2010 9 CS ON DEC 21, 2010 10 CS ON DEC 28, 2010	42.000	Case		
160	291581 VEG, CUCUMBERS, FRS, 50-55 LB/CS <b>Material PO text</b> FRESH US. NO. 1 GREEN TYPE SLICING; SIZE MEDIUM/SUPER SELECT; DIAMETER NOT MORE THAN 2-3/8"; LENGTH NOT LESS THAN 6"; FIRM, STRAIGHT, WITH EVEN GREEN COLOR; MAY BE PLAIN OR WAXED WITH USDA APPROVED WAX; NO EVIDENCE CHILLING INJURY WATER-SOAKED SPOTS; PITTING, SHRIVELING,	8.000	Case		

**INSTRUCTIONS FOR FILLING OUT THIS FORM**

**FOR EACH ITEM LISTED, ENTER YOUR BID AMOUNT IN THE UNIT PRICE COLUMN AND TOTAL COLUMN  
THEN ENTER THE TOTAL BID AMOUNT AND SIGN THIS DOCUMENT ON THE LAST PAGE**



ORIGINAL

RFQ - Invitation For Bids

RFQ Date: 10/29/2010

Collective Number:

**CN00033195**

SHOW THIS NUMBER ON BID ENVELOPE OR FAX COVER SHEET

Item No.	Description of Items	Quantity	UOM	Unit Price	Total Line Item Price
	WITHERING, OR YELLOWING; 50-55 LBS/CARTON OR CASE <b>Shipping Instructions</b> DELIVER 2 CASES ON: DEC 7, 14, 21, 28, 2010				
	<p><b><u>GENERAL REQUIREMENTS FOR ALL ITEMS:</u></b></p> <p><b>Header text</b></p> <p>*FOR INFORMATION PURPOSES ONLY*</p> <p>Vendors are requested to answer the following questions:</p> <p>1) Are you a minority and/or women owned business?</p> <p>2) If yes, are you registered as a certified minority and/or women owned business in the Commonwealth of Pennsylvania?</p> <p>**OUR INTERNAL REF: REQ.#10448712</p> <p>**NOTE : ALL BIDS MUST BE IN WHOLE CENTS WHEN POSSIBLE.</p> <p>PRODUCE IS AWARDED ON A LUMP-SUM BASIS.</p> <p>**IN ADDITION TO THIS DOCUMENT, ATTACHMENT 1; RECIPROCAL LIMITATIONS AGREEMENT IS TO BE COMPLETED AND RETURN PAGES 3 &amp; 4 WITH THE BID. ATTACHMENT 2; CONTRACT PROVISIONS - RIGHT TO KNOW LAW IS FOR YOUR INFORMATION. ALSO THE FOLLOWING SHALL BE APPLIED AND CAN BE FOUND ON THE DGS WEBSITE, <a href="http://www.dgs.state.pa.us">www.dgs.state.pa.us</a> -- STD-203, GENERAL CONDITIONS FOR BIDDERS FOR RFQ AND STD-272, STANDARD PURCHASE ORDER TERMS AND CONDITIONS - SAP.</p> <p>BID MUST INCLUDE ALL SHIPPING AND/OR RELATED CHARGES. NO ADDITIONAL CHARGES CAN BE APPLIED ONCE BID IS AWARDED. WRITTEN BIDS MUST BE SUBMITTED IN A SEALED ENVELOPE (ENCLOSED) CLEARLY MARKED "BID."</p> <p>BIDS RECEIVED AFTER THE SCHEDULED BID OPENING DATE AND TIME WILL NOT BE CONSIDERED. PLEASE ENSURE THAT YOUR BID IS MAILED SO IT IS RECEIVED AT LEAST ONE DAY IN ADVANCE OF THE SCHEDULED BID</p>				

**INSTRUCTIONS FOR FILLING OUT THIS FORM**

**FOR EACH ITEM LISTED, ENTER YOUR BID AMOUNT IN THE UNIT PRICE COLUMN AND TOTAL COLUMN THEN ENTER THE TOTAL BID AMOUNT AND SIGN THIS DOCUMENT ON THE LAST PAGE**



ORIGINAL

RFQ - Invitation For Bids

RFQ Date: 10/29/2010

Collective Number:

**CN00033195**

SHOW THIS NUMBER ON BID ENVELOPE OR FAX COVER SHEET

Item No.	Description of Items	Quantity	UOM	Unit Price	Total Line Item Price
	<p>OPENING DAY AND TIME. THIS WILL GUARANTEE THAT ALL BIDS CAN BE CONSIDERED.</p> <p>PROVIDE A STAMPED, SELF-ADDRESSED ENVELOPE IF YOU WISH TO RECEIVE A MAILED COPY - PROVIDE FAX NUMBER IF YOU PREFER A FAXED COPY.</p> <p><b>Shipping instructions</b></p> <p><b>**SPECIAL DELIVERY NOTE:</b> DELIVERIES SHALL BE MADE BY 10:00 A.M. ON THE SCHEDULED DELIVERY DAY; NO LATER THAN 11:00 A.M. THE DELIVERY TRUCK SHOULD ONLY CONTAIN OUR DELIVERY TO ENTER SECURE GROUNDS INSIDE THE INSTITUTION. DELIVERIES WILL NOT BE ACCEPTED ON STATE HOLIDAYS.</p> <p>UPON ARRIVAL, ALL PRODUCE SHALL BE INSPECTED. IF INSPECTION REVEALS ANY NON-COMPLIANCE OF SPECIFICATIONS, I.E. ROT, MOLD, DECAY, ETC., THE ORDER WILL BE REFUSED IN ITS ENTIRETY. SHOULD FURTHER INSPECTION (DURING USE OR AFTER DELIVERY) REVEAL NON-COMPLIANCE, VENDOR SHALL BE REQUIRED TO PICK UP AND REPLACE THE SPOILED, ROTTEN OR INFERIOR PRODUCE.</p> <p><b>**NO PARTIAL DELIVERIES ACCEPTED.</b> THE AMOUNT SPECIFIED ON THE DATE REQUESTED SHALL BE ADHERED TO UNLESS PRIOR APPROVAL IS OBTAINED FROM THE FOOD SERVICE DIRECTOR AT 814-378-1000 EXT. 1403 PRIOR TO SCHEDULED DELIVERY.</p> <p>ADDITIONAL VENDOR NOTE: VENDOR MUST SHIP AND INVOICE IN THE SAME QUANTITIES, UNITS OF MEASURE AND/OR PACKAGE SIZES AS ORIGINALLY BID.</p> <p><b>**PLEASE REFERENCE PO# ON ALL ENCLOSED PAPERWORK**</b></p> <p>SECURITY CLEARANCE INFORMATION FOR VENDORS</p> <p>All vendors or their subcontractors, who utilize regular delivery transportation, will have to submit clearance checks through the original vendor, for all drivers (regardless if delivery is</p>				

**INSTRUCTIONS FOR FILLING OUT THIS FORM**

**FOR EACH ITEM LISTED, ENTER YOUR BID AMOUNT IN THE UNIT PRICE COLUMN AND TOTAL COLUMN THEN ENTER THE TOTAL BID AMOUNT AND SIGN THIS DOCUMENT ON THE LAST PAGE**





ORIGINAL

RFQ - Invitation For Bids

RFQ Date: 10/29/2010

Collective Number:

**CN00033195**

SHOW THIS NUMBER ON BID ENVELOPE OR  
FAX COVER SHEET

Item No.	Description of Items	Quantity	UOM	Unit Price	Total Line Item Price
	<p>inside or outside of the fence). Common carriers will not be required to render clearance checks, however are subject to search and escort procedures. ALL CARRIERS reporting to outside warehouses must secure their vehicle (windows closed and doors locked), sign in at warehouse and wait for further directions from correctional staff.</p>				
<p>Bidder/Contractor's Signature SIGN AND PRINT NAME BELOW</p> <p>AUTHORIZED OFFICER / PARTNER / OWNER (CIRCLE ONE) <span style="float: right;">DATE</span></p>		<p>ENTER TOTAL BID AMOUNT HERE ►</p> <p>ALL PRICES ARE F.O.B. DESTINATION</p>			