

SPECIAL INSTRUCTIONS AND CONDITIONS

PREPARED SALADS, FRESH

1. **INSPECTION:** All fresh prepared salad products made of meat and poultry must be processed or manufactured in plants operated under the Meat and Poultry Inspection Program of the Food Safety and Inspection Service of the U.S. Department of Agriculture or under an inspection program approved by that agency. The official inspection legend and plant number must appear on all shipping containers and/or individually packaged meat and poultry salads. All other fresh prepared salads must be processed or manufactured in plants operated in compliance with the Pennsylvania General Food Law (Act 121, Act of May 13, 1909 as amended September 1, 1967). Upon demand, all manufacturing plants must provide proof of passing annual inspection.
2. **LABELING:** Shipping containers and/or individually packaged items shall be labeled, printed or stenciled with product identification, name and location of packer or distributor, net weight, appropriate ingredient statement and date of expiration.
3. **DELIVERY TIME LIMITATIONS:** Fresh prepared salads shall have shelf life of 14 days minimum from time of delivery. Failure to deliver as specified will result in implementation of surcharge procedures and/or cause of rejection, unless prior approval for delivery date change is granted by the Director of Dietetic Services.
4. **PRODUCT CONDITION AT DELIVERY:** Salads shall be held in properly refrigerated rooms and transported in refrigerated trucks to assure excellent condition at time of delivery. Internal temperature at time of delivery shall be 35°-36°F. Salad items shall show no signs of leaking or mishandling at time of delivery.
5. **CONTENTS:** Salads shall contain only those ingredients specified. Federally approved colorings, and preservatives, except sulfites, may be used when necessary. (The use of sulfites is prohibited.) All eggs used in salads shall have been from product that was rated salmonella negative according to USDA methods of analysis and/or a product that bore the USDA inspection seal. New vendors who distribute salads other than brands previously approved by each facility shall submit product information and taste sample to the director of dietary services prior to awarding the bid.
6. **CANCELLATION CLAUSE:** Quantities listed are estimates only and may be increased or decreased in accordance with the actual requirements of the facility. With notification ten days prior to delivery, the facility reserves the right to cancel any quantity of the order and agrees to pay the vendor only for products actually accepted by the Department.
7. **DELIVERY DATES:** Delivery must be made on dates as specified in contract. Noncompliance will be cause for rejection, unless prior approval for change is granted by the Director of Dietetic Services.

8. **PACKAGING:** Products shall be packaged in sealed plastic tubs, corrugated cardboard carton with polylined, waxed carton or non-returnable tin with polyliner. Packed in 5, 10, or 30 lbs. container.
9. **ADDITIVES:** The use of sulfites is prohibited. However, other FDA approved preservatives may be used on prepared fresh fruits and vegetables as necessary. Preservatives used must be listed on the product label.
10. **VENDOR RESPONSIBILITIES -** The vendor assumes responsibility over products supplied under the contract. This includes the provision of properly labeled and identified products. Alterations to brands and codes must be brought to the attention of the Dietary Management Service Specialist as soon as possible. When pack size changes from stated/current pack (for approved brands); award will be made on cost/unit. Vendor must specify new pack size, count and weight/case. It is the responsibility of the distributor/bidder to forward this information on pack changes to the Dietary Management Service Specialist (See Acceptable Brands section of Special Instructions and Conditions). Failure to forward information regarding changes may result in removal of products from the acceptable brand list.
11. **MANUFACTURER PRODUCT INFORMATION SHEETS:** Distributors will be required to supply Manufacturer Product Information Sheets to those facilities participating in the National School Lunch Program/ School Breakfast Program. This information must be provided upon the initial delivery and/or upon request by each participating facility.

COMMONWEALTH OF PENNSYLVANIA - DEPARTMENT OF PUBLIC WELFARE
 COMMODITY LISTINGS FOR LOCAL PURCHASE PROPOSAL

					OPENING DATE:		
COMMODITY CLASS PREPARED SALADS, FRESH			NAME OF FACILITY			PROPOSAL NUMBER	
ITEM NUMBER	DESCRIPTION OF COMMODITY	QTY.	UNIT	UNIT PRICE	TOTAL		

#13. EGG SALAD - Diced, cooked eggs, salad dressing/
 mayonnaise, vegetables, condiments including
 mustard and seasonings in proper proportions.
 Packaged in 5 lb., 15 lb. or 30 lb. container.
 Buyer to specify container size.) LB

DELIVERY DATES LBS./DELIVERY

#14. HAM SALAD - Natural cured ham, not pressed or
 chopped ham (fully cooked, ground), mayonnaise/
 salad dressing, eggs, vegetables, condiments and
 appropriate seasonings in proper proportions.
 Product to contain not less than 40% ham. Packed
 in 5 lb., 15 lb. or 30 lb. containers.
 (Buyer to specify container size.) LB

DELIVERY DATES LBS./DELIVERY

#15. POULTRY SALAD- Type: chicken or turkey. Chopped
 white or white and dark meat, mayonnaise/salad
 dressing, eggs, vegetables and appropriate
 seasonings in proper proportions. Product to
 contain not less than 40% poultry meat. Packed
 in 5 lb., 15 lb. or 30 lb. containers. (Buyer
 to specify container size.) LB

DELIVERY DATES LBS./DELIVERY

#16. SEAFOOD SALAD - 20% by total weight salad
 shrimp and 20% imitation crabmeat, salad
 dressing/mayonnaise, vegetables and appropriate
 seasonings in proper proportions. Product to
 contain not less than 40% seafood. Packed in
 5 lb., 15 lb. or 30 lb. containers. (Buyer to
 specify container size.) LB

DELIVERY DATES LBS./DELIVERY

C. CANTALOUPE:

- Chunked (1-1 1/2")
- Diced (1/2")

ACCEPTABLE BRAND

CODE

D. HONEYDEW:

- Chunked (1- 1 1/2")
- Diced (1/2")

ACCEPTABLE BRAND

CODE