

## SPECIAL INSTRUCTIONS AND CONDITIONS

### BREAD, ROLLS AND RELATED PRODUCTS, FRESH

1. **PRODUCT CHARACTERISTICS:** Bread - Each loaf should have a firm and tender brown colored crust (except Italian); have a fine and even grain and impart a pleasing flavor and aroma. Rolls and English Muffins - After cooling, each baked unit should weigh less than one-half pound. The individual rolls, except English Muffins, should have a firm and tender crust; (except that hard rolls will have a typical firm crisp crust) have a fine and even grain; impart a pleasing flavor and aroma and be of the weight, size shape and variety specified. For English Muffins, the individual roll shall be round and approximately 1" in height, and approximately 4" in diameter, griddled on top and bottom and the weight, size shape and variety specified. For English Muffins, the individual roll shall be round and approximately 1" in height and approximately 4" in diameter, griddled on top and bottom and the weight, size, shape and variety specified. The rolls should have a firm but tender crust, a porous, slightly chewy texture and a bland to slightly sour flavor. The delivered product shall not be crushed or damaged. Fresh bread, including individual slices, shall not be more than 48 hours old upon arrival at receiving point (except whole wheat and rye, which may not be more than 72 hours old). Volume of bread to contribute to a pleasing appearance.
2. **LABELING:** Wrappers shall identify the type of product, ingredients, net weight and name of bakery. Bakery must be registered with the Pennsylvania Department of Agriculture and must meet the Department's standards for bakeries and bakery products. Date and day of production must be clearly marked on label or by color-coded tie code (code to be supplied by vendor) on each package.
3. **PACKAGING:** The products shall be packaged in accordance with commercial practice. The package shall afford adequate protection against deterioration and physical damage during shipment.
4. **PRODUCT CONDITION AT DELIVERY:** Bread, rolls and related products must be properly packaged and delivered in clean, sound, standard cartons or trays. Vendor shall indicate if cartons and trays are returnable and if so, they are to be identified for return to vendor. The returnable containers shall be stored by the using agency in a location easily accessible to the vendor and shall be removed by the vendor on or before the next delivery. Product shall maintain freshness for a minimum of 5 days from date of delivery.
5. **CANCELLATION CLAUSE:** Quantities listed are estimates only and may be increased or decreased in accordance with the actual requirements of the facility. With notification FIVE 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 facility.

6. 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 Dietary Services.
7. REJECTION, FINAL ACCEPTANCE & PAYMENT OF COMMODITIES: Commodities received by the Commonwealth shall be deemed acceptable until the State has had a reasonable opportunity to inspect the commodities. Any commodity which is discovered to be defective or fails to conform to the specifications may be rejected upon initial inspection or at any later time if the defects contained in the material were not reasonably ascertainable upon the initial inspection. It shall, thereupon, become the duty of the vendor to remove the rejected commodities from the premises without expense to the Commonwealth within five business days after phone notification followed by the complaint/rejection - 515-C (faxed) of the rejection. Rejected items left longer than five business days following phone notification will be regarded as abandoned and the State shall have the right to dispose of them as its own property. The vendor shall replace all such rejected items immediately with product conforming to the specifications. Noncompliance will result in further action unless prior approval is attained from the Director of Dietary Services. If the vendor fails, neglects or refuses to do so, the Commonwealth shall then have the right to purchase on the open market and charge the defaulting vendor any increase in price plus \$100.00 for liquidated damages. Partial or late deliveries or incorrect items may be rejected and any difference in price for repurchase will be charged to the defaulting vendor, plus \$100.00 for liquidated damages. No further awards will be made to any firm with an unpaid surcharge/liquidation assessment or laboratory bill.

COMMONWEALTH OF PENNSYLVANIA - DEPARTMENT OF HUMAN SERVICES  
 COMMODITY LISTINGS FOR LOCAL PURCHASE PROPOSAL

				DATE:		
COMMODITY CLASS BREAD, ROLLS AND RELATED PRODUCTS, FRESH		NAME OF FACILITY			PROPOSAL NUMBER	
ITEM NUMBER	DESCRIPTION OF COMMODITY	QTY.	UNIT	UNIT PRICE	TOTAL	

1. Bread, White enriched - square top, sliced loaves - Lvs.  
 Prepared from enriched wheat flour, water, salt, yeast and optional ingredients. The product shall contain enrichment ingredients necessary to meet requirements of FDA standard of identity for enriched bread. Minimum 20 oz. net weight with not more than 24 usable slices; polyfilm bags with sealed or tied tops.
2. Bread, Rye - seedless, square top, sliced loaves - Lvs.  
 Prepared from hard wheat flour, water, salt, yeast soybean and/or canola oil, high fructose corn syrup and, if desired, optional ingredients. Not less than 10% no more than 40% of rye flour shall constitute the total farinaceous ingredients. Minimum 16 oz. net weight, not more than 18 usable slices/16 oz loaf; not more than 26 usable slices/24 oz. loaf; polyfilm bags with sealed or tied tops.
3. Bread, Whole Wheat - round top, sliced loaves - Lvs.  
 100% whole wheat loaf shall be prepared from whole wheat flour (no refined or bleached flour), water, salt, yeast and optional ingredients. Minimum 2g dietary fiber/slice. Minimum 22 oz. net weight, 22-26 usable slices; polyfilm bags with sealed or tied tops.
4. BREAD, CINNAMON/RAISIN - Round top, sliced loaves. Lvs.  
 Loaf shall be prepared from wheat flour, water, salt, yeast, cinnamon, raisins, and other ingredients, if desired. Min. 15 oz. net weight and minimum 14 usable slices; polyfilm bags with tops tied.
5. BREAD, ITALIAN - Round top, sliced loaves. Loaf shall Lvs.  
 be prepared from wheat flour, water, salt, yeast, soybean oil, high fructose corn syrup, and optional ingredients, if desired. Min. 20 oz. net weight; minimum 15 usable slices; polyfilm bags with topes tied.
6. BREAD, CUBES FOR FILLING/STUFFING - Prepared from white Lbs.  
 bread, enriched. Approx. 1/2" cubes. Packed in 5 lb. units.

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COMMODITY CLASS BREAD, ROLLS AND RELATED PRODUCTS, FRESH		NAME OF FACILITY		PROPOSAL NUMBER	
ITEM NUMBER	DESCRIPTION OF COMMODITY	QTY	UNIT	UNIT PRICE	TOTAL
7	<u>ROLLS, HAMBURGER</u> - Sliced, seedless. White. Enriched, soft pan baked, shall be prepared from enriched wheat flour, water, salt, yeast and optional ingredients if desired, and baked as round shaped rolls, in pans, which are crusted on all surfaces except the surface of rolls which contact each other during baking. Rolls to be hinged or slab sliced; separate pieces are not acceptable. Min. diam. 3 1/2" packaged in polyfilm bags, tops sealed or tied, 8-16 rolls per package.		Dz		
7A	<u>ROLLS, HAMBURGER</u> -Sliced, seedless. Whole wheat or multi-grain. Enriched, soft, pan baked, shall be prepared from enriched wheat flour, water, salt, yeast and option ingredients if desired, and baked as round shaped rolls, in pans, which are crusted on all surfaces except the surface of rolls which contact each other during baking. Min diam. 3 1/2". Packed: 8-16 rolls per package; polyfilm bags, tops sealed or tied.		Dz		
8	<u>ROLLS, FRANKFURTER</u> - Sliced. White. Enriched, soft, pan baked, prepared from enriched wheat flour, water, salt, yeast and optional ingredients, if desired, and baked as elongated rolls, having straight sides and rounded ends which are crusted on all surfaces except the contact areas along the side walls. Min. length 5 1/2" and minimum 16/pack. Packed in polyfilm bags, tops sealed or tied.		Pack		
9	<u>ROLLS, HARD</u> , Kaiser type. Seedless, round - Sliced. Prepared from enriched wheat flour, water, salt and optional ingredients. Product shall have a golden brown crust with a white interior. Max. diam. 3 1/2"-4"; minimum 12/pack. Packaged in polyfilm bags, tops sealed or tied.		Dz		
10	<u>ROLLS, DINNER</u> - Soft-Type: Pan. Pull apart. Enriched. Approx. .8 oz. ea. Packaged in polyfilm bags, tops sealed or tied. Does not meet NSLP requirement for bread.		Dz		
10A	<u>ROLLS, DINNER</u> - Soft - Type: Split-top/snowflake: Enriched. Approx. 1 oz. ea. Sealed packages containing 12-16 ea. (meets NSLP requirements) (Please specify white or 100% whole grain white wheat).		Dz		

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ITEM NUMBER	DESCRIPTION OF COMMODITY	QTY.	UNIT	UNIT PRICE	TOTAL

- |     |  |  |      |  |  |
|-----|--|--|------|--|--|
| 11  | <u>STEAK ROLL - 6" in length, Sliced, Unseeded.</u> - Min. weight 2 oz. ea.; packaged in polyfilm bags, tops sealed or tied. Packaged 6/bag.                                 |  | Dz   |  |  |
| 11A | <u>HOAGIE/SUB ROLLS - 8" in length, Sliced - Min.</u> weight 2.5 oz. ea. Packed in polyfilm bags, tops sealed or tied. Packaged 6/bag.                                       |  | Dz   |  |  |
| 12  | <u>MUFFINS, ENGLISH-WHITE</u> - Sliced/Split - Approx. weight 2 oz each. 12 per pack. Packed in polyfilm bags, tops sealed or tied.  |  | Dz   |  |  |
| 13  | <u>HOT DOG ROLLS, WHEAT-</u> Sliced. Approx. weight 1.75 oz. each. 8-16 per pack. Packed in polyfilm bags, tops sealed or tied. Minimum 2 gms fiber/roll.                    |  | Dz   |  |  |
| 14  | <u>KAISER ROLL, 4 IN. WHOLE GRAIN-</u> Sliced. Approx. weight 2 oz. Each. 12/pack. Packed in polyfilm bags, tops sealed or tied. Minimum 3 gms fiber/roll.                   |  | Dz   |  |  |
| 15  | <u>DINNER ROLL, WHEAT BREAKAWAY-</u> Minimum weight 1.16 oz. each. 12/pack. Packed in polyfilm bags, tops sealed or tied. Minimum 1 gm fiber/roll.                           |  | Dz   |  |  |
| 16  | <u>STEAK ROLLS, WHEAT-</u> Sliced. Approx. weight 2.66 oz. each. 6-12/pack. Packed in polyfilm bags, tops sealed or tied. Minimum 3 gms fiber/roll.                          |  | Dz   |  |  |
| 17  | <u>ENGLISH MUFFINS, 100% WHOLE WHEAT-</u> Sliced/Split. Approx. weight 2.16 oz. each. 6/pack. Packed in polyfilm bags, tops sealed or tied. Minimum 4 gms fiber each muffin. |  | Pack |  |  |
| 18  | <u>SAUSAGE ROLLS, WHOLE GRAIN-</u> Sliced. Approx. weight 2 oz. each. 6/pack. Packed in polyfilm bags, tops sealed or tied. Minimum 3 gms fiber/roll.                        |  | Pack |  |  |

DELIVERIES TO BE COORDINATED BETWEEN FOOD SERVICE DIRECTOR AND VENDOR

