

REQUEST FOR QUOTATION WC2108  
 Washington County Community College  
 ONE COLLEGE DRIVE, CALAIS, ME  
 PHONE: (207) 454-1023, FAX (207) 454-1026

06/30/2020

**PROPOSAL**

Washington County Community College is investigating the cost to purchase various food products for the next year. Due to budget constraints the college reserves the right to refuse any and all proposals. In addition, the college reserves the right to reject any or all bids and is not necessarily bound to accept the lowest bid if that bid is contrary to the best interest of WCCC.

**Project Description/ Bid Submission Sheet:**

NorthCenter Item Number	Pack Description	Price
465528	24 Count Of 16.9 Ounce Ascend Spring Water	
988829	40 Count Of 3.2 Ounce Scotch bright Cleaner Griddle Lqd. Pack	
266868	12 Count Of 12 Ounce Hershey's 1 % Milk Lf Esl	
415215	2 5 lbs. Packs Of 4 Ounce Fil Breaded Chicken Breast Raw	
969946	10 lbs. Pack Of 1.5 Ounce Sausage Patties	
158721	4 Count Of 5 lbs. Each 160 Slices American White Cheese	
57316	72 Count Of 2 Ounce Thomas Original English Muffin	
875040	35 lbs. Of Brillian Oil Corn Canola Blend Tff	
24066	4 24 Counts Of Green Mountain K Cup Coffee Our Blend	
237231	2 Count Of 5Lbs Old Tyme Franks 10/1 Beef & Pork Red	
486322	176 1.5 Oz Egg Patty Large Over Easy	
405371	96 Count Of 4.5" Sliced Piantdsi Bun Hamburger	
39228	6 Count Of 6 lbs. Bags Of Lambseas Potato Crispy Cube Original Seasoning	
258439	12 Count 12 Ounces Hershey's 1% Chocolate Milk	
937530	2 Count Of 150 Slices Hardwood Smoked Beacon	
197435	6 Count Of 5 lbs. Bags Of 3/8" Regular Skin West Crk French Fries	
266998	30 Count Of Fresh 5.3 Ounce Beef Patties 81/19	
600758	2 Count Of 5Lbs Bags Of West Creek Chicken Tenders Breaded Par Fried	
862450	100 Count Of 2.2 Ounce Green Mountain Coffee Blends	
85236	2 Count Of 5 lbs. Tyson Popcorn Chicken Bites	
243653	Roma 16" Frozen Pizza Crusts Sheeted raw	
881307	Pizza Sauce	
210790	Ketchup jugs	
402927	Grilled chicken breast strips	
158945	Honey Mustard cups	

- The above listing is commonly bought items to determine low bid, it doesn't represent an order.
- We generally purchase \$104,000 in food items over the course of a year.
- Once a week delivery is required.
- Vendor must be able to provide data in a spreadsheet format of our order history for a 1 year period whenever requested.
- If your standard pack and item sized quantities do not agree with the above requested, please adjust them on a per unit bases mulitplied by the quantity and sizes we are requesting. This way your bid amount represents the same quantities and sizes we are requesting.
- Vendor may have to provide samples for substitute brands.
- Electronic file of bid sheet may be requested.

Please contact Ashley Macdonald at (207) 454-1023, for additional information

Bid sheet submitted by \_\_\_\_\_

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

Contact Name \_\_\_\_\_

Phone Number \_\_\_\_\_

Email: \_\_\_\_\_

Send response to the attention of A. Macdonald, no later than Friday, July 17, 2020 at 9:00 a.m.

Thank you for your assistance.

**SUBMISSION REQUIREMENTS:**

**A. Bid Opening:** Bids will be opened at WCCC, One College Drive, Calais, Maine 04619

**Closing Date/Time:** Friday, July 17, 2020 at 9:00 a.m.

**B. Identification of Bid Envelope:** The bid should be submitted on the Product Specification/Bid Submission Form provided. If additional space is required, please attach a separate sheet. The form should be signed and returned in an envelope that is sealed and clearly identified as follows:

Enclosed: Quotation #WC2108  
Attention: A. Macdonald, Business Manager

**C. Insurance:** The Contractor is required to provide WCCC a certificate of insurance evidencing coverage of broad comprehensive liability insurance in the minimum amount of Four Hundred Thousand Dollars (\$400,000). Contractor must also provide evidence of workers' compensation insurance for all workers. Proof of all required insurance coverage must be submitted with the proposal response.

**D. Variations/Alternative Specifications:** Specifications given are used to indicate the quality and characteristics of products that will be satisfactory. Bids offering equal or alternative products will be considered for award if such items are clearly identified in the bid and are determined by WCCC to be of equal value in all material respects to the item specified.

Unless the vendor clearly indicates in the bid that they are offering an "equal" or "alternative" product, the bid shall be considered as offering the items as specified.

**Bidders are required to provide details and specifications sheets for any Product submitted as "equal" or "alternative".**

**E. Bid Proposal Amount:** The bid proposal amount shall be the net price per unit, including shipping and handling F.O.B. Destination, Washington County Community College, Calais, Maine.

**F. Obligations:** Vendor is to assure that all contractors meet state, federal, and OSHA guideline and codes, as applicable. As well as the following Bid Notices:

**NOTICE TO VENDORS AND BIDDERS:  
STANDARD TERMS AND CONDITIONS APPLICABLE TO ALL MCCS CONTRACTS**

The following standard contracting terms and conditions are incorporated and shall become a part of any final contract that will be awarded by any college or other operating unit of the Maine Community College System (collectively "MCCS"). These terms and conditions derive from the public nature and limited resources of the MCCS.

**MCCS DOES NOT AGREE TO:**

1. Provide any defense, hold harmless or indemnity;
2. Waive any statutory or constitutional immunity;
3. Apply the law of a state other than Maine;
4. Procure types or amounts of insurance beyond those MCCS already maintains or waive any rights of subrogation;
5. Add any entity as an additional insured to MCCS policies of insurance;
6. Pay attorneys' fees; costs, including collection costs; expenses or liquidated damages;
7. Promise confidentiality in a manner contrary to Maine's Freedom of Access Act;
8. Permit an entity to change unilaterally any term or condition once the contract is signed;
9. Automatic renewals for term(s) greater than month-to-month;
10. Limitations on MCCS' recovery of lawful damages incurred as a result of breach of the contract;
11. Limitation of the time period under which claims can be made or actions brought arising from the contract;
12. Vendor's terms prevailing over MCCS' standard terms and conditions, including addenda; and
13. Unilateral modifications to the contract by the vendor.

**BY SUBMITTING A RESPONSE TO A REQUEST FOR PROPOSAL, BID OR OTHER OFFER TO DO BUSINESS WITH MCCS, YOUR ENTITY UNDERSTANDS AND AGREES THAT:**

1. The above standard terms and conditions are thereby incorporated into any agreement entered into between MCCS and your entity; that such terms and condition shall control in the event of any conflict with such agreement; and that your entity will not propose or demand any contrary terms;
2. The above standard terms and conditions will govern the interpretation of such agreement notwithstanding the expression of any other term and/or condition to the contrary;
3. Your entity will not propose to any college or other operating unit of the MCCS any contractual documents of any kind that are not in at least 11-point black font on a white background and completely contained in one Word or PDF document, and that any references to terms and conditions, privacy policies or any other conditions referenced outside of the contract will not apply; and
4. Your entity will identify at the time of submission which, if any, portion or your submitted materials are entitled to "trade secret" exemption from disclosure under Maine's Freedom of Access Act; that failure to so identify will authorize MCCS to conclude that no portions are so exempt; and that your entity will defend, indemnify and hold harmless MCCS in any and all legal actions that seek to compel MCCS to disclose under Maine's Freedom of Access Act some or all of your submitted materials and/or contract, if any, executed between MCCS and your entity.