



# STATE OF LOUISIANA

Office of State Procurement  
INVITATION TO BID

**RESPONSES WILL BE  
PUBLICLY OPENED AT THE  
PHYSICAL ADDRESS BELOW**

10/10/2024

10:00 AM CST

Vendor No.: \_\_\_\_\_  
Solicitation: 3000023656  
Opening Date: 10/10/2024

Vendor Name and Address: (to be completed by Vendor)

**Ship To Address:**

Tim Rioux  
DOC PRISON ENTERPRISES-WAKEFIELD MEAT  
Mel Ott Drive  
ST. FRANCISVILLE, LA 70775

**TO SUBMIT AN ELECTRONIC ONLINE  
RESPONSE CLICK THE LINK BELOW**

**SUBMIT NON-ELECTRONIC RESPONSE TO:**  
Office of State Procurement  
1201 N. Third Street, Suite 2-160  
Baton Rouge, LA 70802

**RFx Number:** 3000023656

**Version:** 1

**Buyer:** LAKEISHA BRYANT

**Buyer Phone:** 225-342-4824

**E-Mail:** lakeisha.bryant2@la.gov

**Scheduled Begin Date:**

**Scheduled End Date:**

**T-Number:**

**ONLINE BID RESPONSE LINK**

[https://lagoverpvendor.doa.louisiana.gov/rfx?sapsrm\\_boid=567620E9FB021EDF9ECE7B105AEF59D8](https://lagoverpvendor.doa.louisiana.gov/rfx?sapsrm_boid=567620E9FB021EDF9ECE7B105AEF59D8)

QUESTIONS TO BE COMPLETED BY VENDOR	Required
1. _____ Have you reviewed all attachments to the bid invitation and answered all questions?	YES
2. _____ Have you entered pricing, or attached the pricing sheet (if applicable) to the bid response?	YES
3. _____ Have you attached / included all required files to the bid response?	YES
4. _____ Have you attached the signature page to the bid response?	YES
5. _____ Delivery will be made this number of days After Receipt of Order (ARO)	NO
6. _____ %discount for payment made within 30 days. Discounts for payment made in less than 30 days, of less than 1%, or applicable to an indefinite quantity contract will be accepted but will not be an award consideration.	NO

**Name of Solicitation:** November 2024 Meat & Cheese - DOC-PE

**RFx text:**

The Office of State Procurement has suspended in-person attendance by vendors at public bid openings for bids published by our office.

Any vendor who would like to view the opening of this bid can access the following link, at the date

VENDOR TELEPHONE NUMBER: EMAIL ADDRESS:	TITLE	DATE
Signature of Authorized Bidder	Name of Bidder (Typed or printed)	

Invitation to bid: 3000023656 Open Date: 10/10/2024 T-Number:	Bidder:	Page 2 of 27
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and time of this bid opening:

<https://doa-ospla.zoom.us/j/2697438343>

This link will provide you with live audio and video access to this bid opening. The link will be live at 9:45 AM (Central Time) on the date of bid opening.

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This is an online bid opportunity. Bidders are invited to submit bids online via the link on this bid invitation. Online bidding instructions are attached to this bid invitation. All vendors must be registered in the LaGov system in order to: submit an online bid, have their bids tabulated by our office, and to receive automatic email notifications of bid opportunities.

To register as a vendor, access the following link:

[https://lagoverpvendor.doa.louisiana.gov/irj/portal/anonymous?guest\\_user=self\\_reg](https://lagoverpvendor.doa.louisiana.gov/irj/portal/anonymous?guest_user=self_reg)

Please include a W-9 form with your bid if you are newly registered. Do not register again if you are already registered in the system.

Please print all attachments to ensure all documents related to this solicitation are reviewed prior to bidding.

All documents associated with this solicitation should be included in the bidder's submission.

**Bid Documents Include:**

Attachment A - Special Terms and Conditions - Pages 1-9

Attachment B - Special Conditions for Meat - Page 1

Attachment C - Online Bidding Instructions - Pages 1-10

**Bid delivery instructions for the Office of State Procurement:**

Refer to Page 1 in Attachment A - Special Terms and Conditions

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**Method of Award:**

It is the intent of the State to award this contract on an individual basis to the lowest responsive, responsible bidder(s) meeting the specifications, excluding lines 2 & 3 of the RFX, which will be awarded on a grouped basis to the overall lowest responsive, responsible bidder meeting the specifications. The State further reserves the right to reject individual line items from the award.

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**Delivery of the Essence:**

Delivery is of the essence and the State reserves the right to award to that vendor which provides the earliest possible delivery from the date of award. The State also reserves the right to reject any and all vendors who cannot make delivery on or before Thursday, November 7, 2024.

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LINE	Description	Quantity	Unit	Unit Price	Extended Amount
1	<b>Product Category:50192111</b> Chicken Leg Quarters  * Frozen, 50-60 pieces per case * 40 lbs. per case, palletized (ONLY 40 LB CASES WILL	120,000	LB		

Invitation to bid: 3000023656 Open Date: 10/10/2024 T-Number:	Bidder:	Page 3 of 27
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LINE	Description	Quantity	Unit	Unit Price	Extended Amount
	<p>BE ACCEPTED)</p> <p>Successful vendor must furnish on company letterhead a letter of guarantee with each shipment, stating that the estimated piece count is 50-60 pieces per 40 lb. case.</p> <p>Product must have processed date stamped on the box and processed date must have been within 90 days of the delivery date to Wakefield.</p> <p>Specify No. of Pieces per Case Bidding: _____</p> <p>Specify lbs. per Case Bidding: _____</p> <p>Specify Delivery Days ARO Bidding: _____</p>				
2	<p><b>Product Category:50131802</b> Sliced Cheese</p> <p>* American, sliced, imitation, colored            * Case to contain (4) 5 lb. loaves, 20 lb. cases            * Each loaf to be packaged in an individual poly-lined corrugated carton within the case            * Not to be individually wrapped slices</p> <p>Product must have processed date stamped on the box and processed date must have been within 90 days of the delivery date to Wakefield.</p> <p>Specify Brand Bidding: _____</p> <p>Specify lbs. per Loaf Bidding: _____</p> <p>Specify lbs. per Case Bidding: _____</p> <p>Specify Delivery Days ARO Bidding: _____</p>	160	CE		
3	<p><b>Product Category:50131802</b> Whole Loaf Cheese</p> <p>Brands: Pocahontas, Bongard, or better            * Pasteurized processed American, Loaf, US Grade A, Colored, Cultured milk, Salt            * Poly-wax packing on each individual loaf            * Packing: (6) 5 lb. loaves per / 30 lb. case            * Must be refrigerated            * No imitation</p> <p>Product must have processed date stamped on the box</p>	150	CE		

Invitation to bid: 3000023656 Open Date: 10/10/2024 T-Number:	Bidder:	Page 4 of 27
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LINE	Description	Quantity	Unit	Unit Price	Extended Amount
	<p>and processed date must have been within 90 days of the delivery date to Wakefield.</p> <p>Specify Brand Bidding: _____</p> <p>Specify lbs. per Loaf Bidding: _____</p> <p>Specify lbs. per Case Bidding: _____</p> <p>Specify Delivery Days ARO Bidding: _____</p>				
4	<p><b>Product Category:50192111</b>            Breaded Chicken Breast Fillets</p> <p>* Full muscle chicken breast meat            * Target Weight: Approx. 5 oz/each            * Ready to bake or fry            * Frozen            * Two 5 lb. sealed bags per 10 lb. case</p> <p>*** Will not accept fritters labeled "Spicy" ***</p> <p>Product must have processed date stamped on the box and processed date must have been within 90 days of the delivery date to Wakefield.</p> <p>Specify lbs. per Bag Bidding: _____</p> <p>Specify lbs. per Case Bidding: _____</p> <p>Specify Delivery Days ARO Bidding: _____</p>	1,500	LB		
5	<p><b>Product Category:50192111</b>            Spiced Luncheon Loaf</p> <p>* Pork, Corn Syrup, Water, Modified Food Starch, Salt, Contains 2% or less of flavoring, Dextrose, Sodium Nitrate.            * Frozen            * Vacuum or Cryovac Packed            * Packaging: two 10 lbs per 20 lb case</p> <p>Product must have processed date stamped on the box and processed date must have been within 90 days of the delivery date to Wakefield.</p> <p>Specify lbs. per Case Bidding: _____</p> <p>Specify Bidding Cryovac or Vacuum Packed:            _____</p>	100	LB		

Invitation to bid: 3000023656 Open Date: 10/10/2024 T-Number:	Bidder:	Page 5 of 27
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LINE	Description	Quantity	Unit	Unit Price	Extended Amount
	Specify Delivery Days ARO Bidding: _____				
6	<p><b>Product Category:50192111</b>            Boneless Pork Loin Chops</p> <p>* From whole boneless loins, frozen, end to end.            * Cut 1/2 inch thick, Boneless, 4 to 6 oz. per chop.            * 10 lbs. per box. Layers to be separated by waxed paper.</p> <p>Product must have processed date stamped on the box and processed date must have been within 90 days of the delivery date to Wakefield.</p> <p>Specify oz. per Portion Bidding: _____</p> <p>Specify lbs. per Box Bidding: _____</p> <p>Specify Delivery Days ARO Bidding: _____</p>	1,000	LB		
7	<p><b>Product Category:50192111</b>            Young Turkey Necks</p> <p>* Frozen            * Whole, not cut up.            * Boxed in 30 lb. cases.</p> <p>Product must have processed date stamped on the box and processed date must have been within 90 days of the delivery date to Wakefield.</p> <p>Specify lbs. per Case Bidding: _____</p> <p>Specify Delivery Days ARO Bidding: _____</p>	6,000	LB		
8	<p><b>Product Category:50192111</b>            Black Forrest Ham Ends and Pieces</p> <p>* Fully Cooked            * Cryovac Packaging            * Solid Muscle            * Frozen            * Pre-Sliced            * Packaging: 40 lbs. per case</p> <p>Product must have processed date stamped on the box and processed date must have been within 90 days of the delivery date to Wakefield</p> <p>Specify Bidding Ends &amp; Pieces or Slices:            _____</p>	7,680	LB		

Invitation to bid: 3000023656  
 Open Date: 10/10/2024  
 T-Number:

Bidder:

LINE	Description	Quantity	Unit	Unit Price	Extended Amount
	Specify lbs. per Case Bidding: _____ Specify Bidding Cryovac Packaging: ____ Yes ____ No Specify Delivery Days ARO Bidding: _____				
9	<b>Product Category:50192111</b> Turkey Ham Ends and Pieces  Brand: Chef Maxwell * Fully Cooked * Cryovac Packaging * Solid Muscle * Frozen * Pre-Sliced * Packaging: 40 lbs. per case  Product must have processed date stamped on the box and processed date must have been within 90 days of the delivery date to Wakefield.  Specify Brand Bidding: _____  Specify Bidding Ends & Pieces or Slices: _____  Specify lbs. per Case Bidding: _____  Specify Bidding Cryovac Packaging: ____ Yes ____ No  Specify Delivery Days ARO Bidding: _____	3,840	LB		
10	<b>Product Category:50192111</b> Turkey Bologna Ends and Pieces  * Fully Cooked * Cryovac Packaging * Solid Muscle * Frozen * Pre-Sliced * Packaging: 40 lbs. per case  Product must have processed date stamped on the box and processed date must have been within 90 days of the delivery date to Wakefield  Specify Brand Bidding: _____  Specify Bidding Ends & Pieces or Slices: _____	7,680	LB		

Invitation to bid: 3000023656  
 Open Date: 10/10/2024  
 T-Number:

Bidder:

LINE	Description	Quantity	Unit	Unit Price	Extended Amount
	Specify lbs. per Case Bidding: _____ Specify Bidding Cryovac Packaging: ____ Yes ____ No Specify Delivery Days ARO Bidding: _____				
11	<b>Product Category:50192111</b> Roast Beef Ends and Pieces * Fully Cooked * Cryovac Packaging * Solid Muscle * Frozen * Pre-Sliced * Packaging: 40 lbs. per case Product must have processed date stamped on the box and processed date must have been within 90 days of the delivery date to Wakefield Specify Brand Bidding: _____ Specify Bidding Ends & Pieces or Slices: _____ Specify lbs. per Case Bidding: _____ Specify Bidding Cryovac Packaging: ____ Yes ____ No Specify Delivery Days ARO Bidding: _____	9,600	LB		
12	<b>Product Category:50192111</b> Turkey Breast Ends and Pieces * Fully Cooked * Cryovac Packaging * Solid Muscle * Frozen * Pre-Sliced * Packaged 40 lbs. per case Product must have processed date stamped on the box and processed date must have been within 90 days of the delivery date to Wakefield Specify Brand Bidding: _____ Specify Bidding Ends & Pieces or Slices: _____	9,600	LB		

Invitation to bid: 3000023656 Open Date: 10/10/2024 T-Number:	Bidder:	Page 8 of 27
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LINE	Description	Quantity	Unit	Unit Price	Extended Amount
	Specify lbs. per Case Bidding: _____ Specify Bidding Cryovac Packaging: ____ Yes ____ No Specify Delivery Days ARO Bidding: _____				
13	<b>Product Category:50192111</b> Pork Sausage Breakfast Links  * Frozen, all pork breakfast link. * Seasoned with salt and spices. * Skinless or stuffed into edible collage casings. * Size: 14-16 links per pound. * Packed 10 lbs. per case.  Product must have processed date stamped on the box and processed date must have been within 90 days of the delivery date to Wakefield.  Specify No. Links per lb Bidding: _____  Specify lbs. per Case Bidding: _____  Specify Delivery Days ARO Bidding: _____	400	LB		
14	<b>Product Category:50192111</b> Pork Sausage Breakfast Patties  * Frozen, all pork breakfast patties. * 2 oz. seasoned with salt and spices. No sage. * Packaging: 10 lbs. per case.  Product must have processed date stamped on the box and processed date must have been within 90 days of the delivery date to Wakefield.  Specify oz. per Patty Bidding: _____  Specify lbs. per Case Bidding: _____  Specify Delivery Days ARO Bidding: _____	3,000	LB		
15	<b>Product Category:50192111</b> Salisbury Patties  * Frozen, raw, oval shaped * 4 oz. portion * Packaging: 10 lbs. per case (40 count)  Ingredients: Beef, mechanically separated chicken and	9,000	LB		



Invitation to bid: 3000023656 Open Date: 10/10/2024 T-Number:	Bidder:	Page 9 of 27
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LINE	Description	Quantity	Unit	Unit Price	Extended Amount
	<p>turkey, water, textured soy flour, sugar, dehydrated onion, beef stock seasoning (salt, hydrolyzed soy and corn protein, spices and natural flavoring, dextrose, onion powder), isolated soy protein</p> <p>Product must have processed date stamped on the box and processed date must have been within 90 days of the delivery date to Wakefield.</p> <p>Specify oz. per Portion Bidding: _____</p> <p>Specify lbs. per Case Bidding: _____</p> <p>Specify Delivery Days ARO Bidding: _____</p>				
16	<p><b>Product Category:50192111</b>            Salisbury Bulk Mix</p> <p>* Frozen            * Packaging: 10 lbs. per bag, 5 bags per case</p> <p>Ingredients: Beef, mechanically separated chicken and turkey, water, textured soy flour, sugar, dehydrated onion, beef stock seasoning (salt, hydrolyzed soy and corn protein, spices and natural flavoring, dextrose, onion powder), isolated soy protein</p> <p>Product must have processed date stamped on the box and processed date must have been within 90 days of the delivery date to Wakefield.</p> <p>Specify lbs. per Bag Bidding: _____</p> <p>Specify No. of Bags per Case Bidding: _____</p> <p>Specify Delivery Days ARO Bidding: _____</p>	5,000	LB		
17	<p><b>Product Category:50192111</b>            Fish Portions</p> <p>** Species: Alaskan Pollock**</p> <p>* Frozen, raw, breaded, regular filet block product            * No more than 25% breading.            * 4 oz. square and/or rectangular shape.            * Stacked on pallets and wrapped.            * Packaging: 6 lb. boxes, 10 boxes per 60 lb. master case with date of packing in the upper right hand corner of container in which product is packed.</p> <p>PRODUCT MUST HAVE BEEN MANUFACTURED</p>	8,000	LB		

Invitation to bid: 3000023656 Open Date: 10/10/2024 T-Number:	Bidder:	Page 10 of 27
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LINE	Description	Quantity	Unit	Unit Price	Extended Amount
	WITHIN 120 DAYS OF DELIVERY  <b>** MUST MEET U.S. GRADE A REQUIREMENT OF 50 CFR 264-E.</b>  Specify oz. per Portion Bidding: _____  Specify lbs. per Box Bidding: _____  Specify No. Boxes per Master Case Bidding: _____  Specify Delivery Days ARO Bidding: _____				
18	<b>Product Category:50192111</b> Raw Pollock Filet  * Fish, unbreaded, individually quick frozen. * Size to be 2-4 oz. strips. * Packaging: 40 lbs. per case.  Product must have processed date stamped on the box and processed date must have been within 120 days of the delivery date to Wakefield.  Specify oz. per Portion Bidding: _____  Specify lbs. per Case Bidding: _____  Specify Delivery Days ARO Bidding: _____	3,500	LB		
19	<b>Product Category:50192111</b> Catfish Nuggets  <b>**DOMESTIC ONLY**</b>  * Individually quick frozen, bulk packed. * Boneless, skinless. * Farm raised, raw product. * Packaging: 15 lbs. per box.  Product must have processed date stamped on the box and processed date must have been within 90 days of the delivery date to Wakefield.  Specify lbs. per Box Bidding: _____  Specify Delivery Days ARO Bidding: _____	420	LB		
20	<b>Product Category:50192111</b>	1,000	LB		

LINE	Description	Quantity	Unit	Unit Price	Extended Amount
	<p>Bologna</p> <ul style="list-style-type: none"> <li>* Frozen, smoked, cooked. Beef and pork.</li> <li>* No Artificial coloring, artificial casing.</li> <li>* Size 8-9 lb sticks. Shape: Round.</li> <li>* Uniform diameter measuring 4-5 inches,</li> <li>* Must have nutrition facts on label.</li> <li>* Must be processed from raw (fresh) material, not frozen product at time of processing.</li> <li>* Packaging: 3 sticks per case</li> </ul> <p>Product must have processed date stamped on the box and processed date must have been within 90 days of the delivery date to Wakefield.</p> <p>Specify lbs. per Case Bidding: _____</p> <p>Specify lbs. per Stick Bidding: _____</p> <p>Specify Roll Diameter (in.) Bidding: _____</p> <p>Specify No. Sticks per Case Bidding: _____</p> <p>Specify Delivery Days ARO Bidding: _____</p>				
21	<p><b>Product Category:50192111</b>            Pork Ham</p> <ul style="list-style-type: none"> <li>* Frozen, boneless, skinless, smoked</li> <li>* Cured, fully cooked</li> <li>* Select #1, Size 10 to 14 lbs. per ham.</li> <li>* Individually plastic wrapped</li> <li>* Packaging: 10 lbs. per box.</li> </ul> <p>Product must have processed date stamped on the box and processed date must have been within 90 days of the delivery date to Wakefield.</p> <p>Specify lbs. per Ham Bidding: _____</p> <p>Specify Bidding Individually Bagged: ____ Yes ____ No</p> <p>Specify lbs. per Box Bidding: _____</p> <p>Specify Delivery Days ARO Bidding: _____</p>	4,200	LB		
22	<p><b>Product Category:50192111</b></p>	5,000	LB		

LINE	Description	Quantity	Unit	Unit Price	Extended Amount
	<p>Pork Smoked Sausage</p> <ul style="list-style-type: none"> <li>* Pure pork sausage with no binders or extenders.</li> <li>* Must be ground to a moderately coarse texture.</li> <li>* Endless link (rope style).</li> <li>* Stuffed into natural hog or sheep casing.</li> <li>* Product must be delivered frozen.</li> <li>* Packed 10 lbs. per case.</li> </ul> <p>Box shall be stamped with the word "pork" in two-inch black letters on the side.</p> <p>Product must have processed date stamped on the box and processed date must have been within 90 days of the delivery date to Wakefield.</p> <p>Specify Bidding Rope Style: ____ Yes ____ No</p> <p>Specify lbs. per Case Bidding: _____</p> <p>Specify Delivery Days ARO Bidding: _____</p>				
23	<p><b>Product Category:50192111</b>            Bacon</p> <ul style="list-style-type: none"> <li>* Frozen, sliced, skinless, cured and smoked.</li> <li>* 18-22 slices per lb, 8-10 inches per slice.</li> <li>* Surface lean on the face side of the slice shall extend for a combined distance of at least 75% of the length of the slice.</li> <li>* Fat content not to exceed 61%.</li> <li>* Packaging: 15 lbs. hotel pack/bulk pack only.</li> </ul> <p>Product must have processed date stamped on the box and processed date must have been within 90 days of the delivery date to Wakefield.</p> <p>Specify No. Slices per lb. Bidding: _____</p> <p>Specify Inches per Slices Bidding: _____</p> <p>Specify Fat Content (%) Bidding: _____</p> <p>Specify lbs. per Pack Bidding: _____</p> <p>Specify Delivery Days ARO Bidding: _____</p>	1,800	LB		
24	<p><b>Product Category:50192111</b>            Salami</p> <ul style="list-style-type: none"> <li>* Frozen, smoked, cooked, pork and beef.</li> </ul>	1,000	LB		

LINE	Description	Quantity	Unit	Unit Price	Extended Amount
	<p>* Seasoning to include garlic and peppercorns.            * Stuffed into artificial casing that will yield approx. 8-9 lbs. per roll.            * Shape: Round            * Uniform diameter measuring 3.5 - 4.5 inches.            * Must have nutritional facts on label.            * Must be processed from raw (fresh) material, not frozen product at time of processing.            * Packaging: 3 rolls per case.</p> <p>Product must have processed date stamped on the box and processed date must have been within 90 days of the delivery date to Wakefield.</p> <p>Specify lbs. per Roll Bidding: _____</p> <p>Specify Roll Diameter (in.) Bidding: _____</p> <p>Specify No. Rolls per Case Bidding: _____</p> <p>Specify Delivery Days ARO Bidding: _____</p>				
25	<p><b>Product Category:50192111</b>            Regular Frankfurters</p> <p>* Frozen, beef and pork, smoked, cooked, linked, skinless, no artificial coloring.            * Size: 8 links per lb., 6 inches per link            * Packaging: four 10 lb. boxes per case.</p> <p>***MUST BE CRYOVAC OR VACUUM PACKAGED***</p> <p>Product must have processed date stamped on the box and processed date must have been within 90 days of the delivery date to Wakefield.</p> <p>Specify No. Links per lb. Bidding: _____</p> <p>Specify Inches per Link Bidding: _____</p> <p>Specify lbs. per Box Bidding: _____</p> <p>Specify No. of Boxes per Case Bidding:            _____</p> <p>Specify Bidding Cryovac or Vacuum Packaged:            _____</p> <p>Specify Delivery Days ARO Bidding: _____</p>	2,100	LB		
26	<p><b>Product Category:50192111</b></p>	5,500	LB		

Invitation to bid: 3000023656 Open Date: 10/10/2024 T-Number:	Bidder:	Page 14 of 27
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LINE	Description	Quantity	Unit	Unit Price	Extended Amount
	<p>Pork Roast Boneless</p> <p>* Fresh, uncured, frozen, Boston Butt, boneless.            * Fat thickness not to exceed 1/2 inch.            * Each roast to be individually bagged, cryovac or vacuum packaged            * Packaging: 33-75 lbs. per case</p> <p>Product must have processed date stamped on the box and processed date must have been within 90 days of the delivery date to Wakefield.</p> <p>Specify lbs. per Case Bidding: _____</p> <p>Specify Bidding Individually Bagged: ____ yes ____ no</p> <p>Specify Bidding Cryovac or Vacuum Packaged: _____</p> <p>Specify Delivery Days ARO Bidding: _____</p>				
27	<p><b>Product Category:50192111</b>            Pork Loin Chops</p> <p>* From whole loins, frozen, end to end.            * Cut 1/2 inch thick, Bone-in, 4 to 6 oz. per chop.            * Packaging: 10 lbs. per box. Layers to be separated by waxed paper.</p> <p>Product must have processed date stamped on the box and processed date must have been within 90 days of the delivery date to Wakefield.</p> <p>Specify oz. per Chop Bidding: _____</p> <p>Specify lbs. per Box Bidding: _____</p> <p>Specify Delivery Days ARO Bidding: _____</p>	6,500	LB		
28	<p><b>Product Category:50192111</b>            Beef Liver</p> <p>* Frozen, sliced            * 4 to 5 slices per pound            * Small lobe and skin to be removed and excluded.            * Packaging: 10 lbs. per box.</p> <p>Product must have processed date stamped on the box and processed date must have been within 90 days of the delivery date to Wakefield.</p>	3,600	LB		

Invitation to bid: 3000023656  
 Open Date: 10/10/2024  
 T-Number:

Bidder:

Page 15 of 27

LINE	Description	Quantity	Unit	Unit Price	Extended Amount
	Specify Slices per lb. Bidding: _____ Specify lbs. per Box Bidding: _____ Specify Delivery Days ARO Bidding: _____				
29	<b>Product Category:50192111</b> <b>Beef Round Roast Gooseneck</b>  * Frozen, untrimmed * Fat thickness not to exceed 1/2 inch. * Each individual roast must be cryovac or vacuum packaged. * Packaging: 35-70 lbs. per box  Product must have processed date stamped on the box and processed date must have been within 90 days of the delivery date to Wakefield.  Specify Fat Thickness (in.) Bidding: _____  Specify lbs. per Box Bidding: _____  Specify Bidding Cryovac or Vacuum Packaged: _____  Specify Delivery Days ARO Bidding: _____	8,000	LB		
30	<b>Product Category:50192111</b> <b>Diced Beef</b>  * Frozen, cubed * Packaging: 10 lb. boxes, 2000 lbs. per pallet and wrapped (Pallets will be exchanged)  Product must have processed date stamped on the box and processed date must have been within 90 days of the delivery date to Wakefield.  Specify lbs. per Box Bidding: _____  Specify lbs. per Pallet Bidding: _____  Specify Delivery Days ARO Bidding: _____	6,000	LB		
31	<b>Product Category:50192111</b> <b>Ground Beef Patties 80/20</b>  * 100% Pure Ground Beef (Regular)	8,000	LB		

Invitation to bid: 3000023656 Open Date: 10/10/2024 T-Number:	Bidder:	Page 16 of 27
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LINE	Description	Quantity	Unit	Unit Price	Extended Amount
	<p>* Frozen            * Fat content not to exceed 20%.            * Stacked in boxes in layers separated by waxed paper.            * 4 oz. size            * Shape: Round            * Packaging: 10 lbs. per box.</p> <p>Agency will not accept patties with any added fillers such as TVP (Texturized Vegetable Protein).</p> <p>Product must have processed date stamped on the box and processed date must have been within 90 days of the delivery date to Wakefield.</p> <p>Specify Fat Content (%) Bidding: _____</p> <p>Specify oz. per Patty Bidding: _____</p> <p>Specify lbs. per Box Bidding: _____</p> <p>Specify Delivery Days ARO Bidding: _____</p>				
32	<p><b>Product Category:50192111</b>            Beef Ground Meat 80/20</p> <p>* Frozen            * Fat content not to exceed 20%            * 10 lb. tube-type bags (Individual tube-type bags required) - Metal clamp closures will NOT be accepted            * Packaging: 50 pounds per box.            * Stacked 40 boxes per pallet and wrapped (Pallets will be exchanged)</p> <p>Product must have processed date stamped on the box and processed date must have been within 90 days of the delivery date to Wakefield.</p> <p>Specify Fat Content (%) Bidding: _____</p> <p>Specify lbs. per Tube Bidding: _____</p> <p>Specify No. Tubes per Box Bidding: _____</p> <p>Specify Delivery Days ARO Bidding: _____</p>	25,000	LB		
33	<p><b>Product Category:50192111</b>            Turkey Wings</p> <p>* Frozen            * No feathers            * 3 joints per wing</p>	3,000	LB		



Invitation to bid: 3000023656 Open Date: 10/10/2024 T-Number:	Bidder:	Page 17 of 27
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LINE	Description	Quantity	Unit	Unit Price	Extended Amount
	<p>* Packaging: 28 to 33 wings per case</p> <p>Product must have processed date stamped on the box and processed date must have been within 90 days of the delivery date to Wakefield.</p> <p>Specify No. of Wings per Case Bidding: _____</p> <p>Specify lbs. per Case Bidding: _____</p> <p>Specify Delivery Days ARO Bidding: _____</p>				
34	<p><b>Product Category:50192111</b>            Turkey or Chicken Breakfast Patties</p> <p>* Frozen            * All-meat product.            * Chopped or ground to a slightly coarse texture and mixed with salt and spices.            * Mechanically formed to yield round patties.            * 2 oz. size.            * Packaging: 10 lbs. per case.</p> <p>Product must have processed date stamped on the box and processed date must have been within 90 days of the delivery date to Wakefield.</p> <p>Specify Bidding Turkey or Chicken:            _____</p> <p>Specify oz. per Patty Bidding: _____</p> <p>Specify lbs. per Case Bidding: _____</p> <p>Specify Delivery Days ARO Bidding: _____</p>	4,500	LB		
35	<p><b>Product Category:50192111</b>            Mechanically Separated Turkey or Chicken</p> <p>* Frozen            * Four 10 lb. tubes per case            * Packaging: 40 lbs. per case.</p> <p>Product must have processed date stamped on the box and processed date must have been within 90 days of the delivery date to Wakefield.</p> <p>Specify Bidding Turkey or Chicken: _____</p> <p>Specify lbs. per Tube Bidding: _____</p>	3,000	LB		

Invitation to bid: 3000023656  
 Open Date: 10/10/2024  
 T-Number:

Bidder:

Page 18 of 27

LINE	Description	Quantity	Unit	Unit Price	Extended Amount
	Specify No. Tubes per Case Bidding: _____  Specify Delivery Days ARO Bidding: _____				
36	<p><b>Product Category:50192111</b>            Turkey or Chicken Smoked Sausage</p> <ul style="list-style-type: none"> <li>* Frozen, smoked, cooked</li> <li>* Roped or link sausage</li> <li>* No artificial coloring</li> <li>* Synthetic casing or skinless - pork casing will not be accepted.</li> <li>* Packaging: 10 lbs./box (Continuous rope or links)</li> </ul> <p>Box shall be stamped with the word "turkey" or "chicken" in two-inch black letters.</p> <p>*** KIELBASA WILL NOT BE ACCEPTED ***</p> <p>Product must have processed date stamped on the box and processed date must have been within 90 days of the delivery date to Wakefield.</p> <p>Specify Bidding Turkey or Chicken: _____</p> <p>Specify Bidding Rope or Link: _____</p> <p>Specify lbs. per Box Bidding: _____</p> <p>Specify Delivery Days ARO Bidding: _____</p>	6,000	LB		
37	<p><b>Product Category:50192111</b>            Turkey or Chicken Ham</p> <ul style="list-style-type: none"> <li>* Frozen, cured and smoked, chunked and formed</li> <li>* No more than 20% water added</li> <li>* Fabricated from thigh meat, with skin and the surface fat attached to the skin removed</li> <li>* Individually plastic wrapped, or cryovac/vacuum packaged</li> <li>* Packaging: 35-55 lbs per box</li> </ul> <p>Product must have processed date stamped on the box and processed date must have been within 90 days of the delivery date to Wakefield.</p> <p>Specify Bidding Turkey or Chicken: _____</p>	2,000	LB		

LINE	Description	Quantity	Unit	Unit Price	Extended Amount
	_____ Specify Added Water (%) Bidding: _____ _____ Specify lbs. per Ham Bidding: _____ Specify Bidding Individually Bagged: ____ yes ____ no Specify Bidding Cryovac or Vacuum Packaged: _____ _____ Specify lbs. per Box Bidding: _____ Specify Delivery Days ARO Bidding: _____				
38	<b>Product Category:50192111</b> Turkey or Chicken Salami  * Frozen, smoked, cooked. * Seasoning to include garlic and peppercorns. * Stuffed into casing that will yield 10 lbs. per roll * Two, 10 lb. rolls per case  Product must have processed date stamped on the box and processed date must have been within 90 days of the delivery date to Wakefield.  Specify Bidding Turkey or Chicken: _____ _____ Specify lbs. per Roll Bidding: _____ Specify lbs. per Case Bidding: _____ _____ Specify Delivery Days ARO Bidding: _____	960	LB		
39	<b>Product Category:50192111</b> Turkey or Chicken Bologna  *Frozen, smoked, cooked, no artificial coloring * Artificial casing. * Packaging: Three, 8-9 lbs. rolls per box.  Product must have processed date stamped on the box and processed date must have been within 90 days of the delivery date to Wakefield.  Specify Bidding Turkey or Chicken: _____ _____	3,800	LB		

LINE	Description	Quantity	Unit	Unit Price	Extended Amount
	Specify lbs. per Roll Bidding: _____  Specify No. Rolls per Box Bidding: _____  Specify Delivery Days ARO Bidding: _____				
40	<p><b>Product Category:50192111</b>            Turkey or Chicken Frankfurters</p> <p>* Frozen, skinless            * Smoked, cooked.            * No artificial coloring.            * Size: 10 links per lb., 5-6 inches per link.            * Packaging: 10 lbs. per box.</p> <p>***MUST BE CRYOVAC OR VACUUM PACKAGED***</p> <p>Product must have processed date stamped on the box and processed date must have been within 90 days of the delivery date to Wakefield.</p> <p>Specify Bidding Turkey or Chicken: _____</p> <p>Specify No. of Links per lb. Bidding: _____</p> <p>Specify Inches per Link Bidding: _____</p> <p>Specify lbs. per Box Bidding: _____</p> <p>Specify Bidding Cryovac or Vacuum Packaged: _____</p> <p>Specify Delivery Days ARO Bidding: _____</p>	14,000	LB		
41	<p><b>Product Category:50192111</b>            Turkey or Chicken Roll Roast</p> <p>* Frozen, fresh, uncooked.            * White and dark meat - no more than 50% dark meat.            * Stuffed into casing that will yield 7-10 lbs. per roll            * Packaging: 35-55 lbs. per box</p> <p>Product must have processed date stamped on the box and processed date must have been within 90 days of the delivery date to Wakefield.</p> <p>Specify Bidding Turkey or Chicken: _____</p>	5,000	LB		

Invitation to bid: 3000023656  
 Open Date: 10/10/2024  
 T-Number:

Bidder:

LINE	Description	Quantity	Unit	Unit Price	Extended Amount
	Specify Dark Meat (%) Bidding: _____ Specify lbs. per Roll Bidding: _____ Specify lbs. per Box Bidding: _____ Specify Delivery Days ARO Bidding: _____				
42	<b>Product Category:50192111</b> Chicken Gizzards * Frozen * 5-10 lbs. per bag * Packaging: 40 lbs. per case. Product must have processed date stamped on the box and processed date must have been within 90 days of the delivery date to Wakefield. Specify lbs. per Bag Bidding: _____ Specify No. of Bags per Case Bidding: _____ Specify Delivery Days ARO Bidding: _____	7,000	LB		

## INSTRUCTIONS TO BIDDERS

1. READ THE ENTIRE BID, INCLUDING ALL TERMS AND CONDITIONS AND SPECIFICATIONS.
2. ALL BID PRICES MUST BE TYPED, WRITTEN IN INK OR SUBMITTED ONLINE VIA THE VENDOR PORTAL, WHICHEVER IS APPLICABLE. ANY CORRECTIONS, ERASURES OR OTHER FORMS OF ALTERATION TO UNIT PRICES SHOULD BE INITIALED BY THE BIDDER.
3. THIS BID IS TO BE MANUALLY SIGNED IN INK OR SUBMITTED ONLINE VIA THE VENDOR PORTAL, WHICHEVER IS APPLICABLE.
4. BID PRICES SHALL INCLUDE DELIVERY OF ALL ITEMS F.O.B. DESTINATION OR AS OTHERWISE PROVIDED. BIDS CONTAINING "PAYMENT IN ADVANCE" OR "C.O.D" REQUIREMENTS MAY BE REJECTED. PAYMENT IS TO BE MADE WITHIN 30 DAYS AFTER RECEIPT OF PROPERLY EXECUTED INVOICE OR DELIVERY, WHICHEVER IS LATER.
5. AMOUNT OF BID BOND REQUIRED: ADDRESSED IN THE SPECIAL TERMS AND CONDITIONS SECTION IF APPLICABLE.
6. AMOUNT OF PERFORMANCE BOND, IF REQUIRED: ADDRESSED IN THE SPECIAL TERMS AND CONDITIONS SECTION.
7. DESIRED DELIVERY: ADDRESSED IN THE SPECIAL TERMS AND CONDITIONS SECTION.
8. TO ASSURE CONSIDERATION OF YOUR BID, ALL BIDS AND ADDENDA SHOULD BE RETURNED IN AN ENVELOPE OR PACKAGE CLEARLY MARKED WITH THE BID OPENING DATE AND THE BID NUMBER, OR SUBMITTED ONLINE VIA THE VENDOR PORTAL, WHICHEVER IS APPLICABLE.
9. BIDS SUBMITTED ARE SUBJECT TO PROVISIONS OF THE LAWS OF THE STATE OF LOUISIANA INCLUDING BUT NOT LIMITED TO L.R.S. 39:1551-1736; PURCHASING RULES AND REGULATIONS; EXECUTIVE ORDERS; STANDARD TERMS AND CONDITIONS; SPECIAL TERMS AND CONDITIONS; AND SPECIFICATIONS LISTED IN THIS SOLICITATION.
10. IMPORTANT: BY SIGNING THE BID OR SUBMITTING THE BID ONLINE VIA THE VENDOR PORTAL (WHICHEVER IS APPLICABLE) THE BIDDER CERTIFIES COMPLIANCE WITH ALL INSTRUCTIONS TO BIDDERS, TERMS, CONDITIONS AND SPECIFICATIONS, AND FURTHER CERTIFIES THAT THIS BID IS MADE WITHOUT COLLUSION OR FRAUD. THIS BID IS TO BE MANUALLY SIGNED IN INK OR SUBMITTED ONLINE VIA THE VENDOR PORTAL, WHICHEVER IS APPLICABLE, BY A PERSON AUTHORIZED TO BIND THE VENDOR. ALL BID INFORMATION SHALL BE IN INK, TYPEWRITTEN, OR SUBMITTED ONLINE VIA THE VENDOR PORTAL, WHICHEVER IS APPLICABLE.
11. ADDRESS ALL INQUIRIES AND CORRESPONDENCE TO THE BUYER AT THE PHONE NUMBER AND ADDRESS SHOWN ABOVE.
12. CONFERENCE: ADDRESSED IN THE SPECIAL TERMS AND CONDITIONS SECTION IF APPLICABLE.

### 13. BID FORMS

ALL WRITTEN BIDS, UNLESS OTHERWISE PROVIDED FOR, MUST BE SUBMITTED ON, AND IN ACCORDANCE WITH, FORMS PROVIDED AND PROPERLY SIGNED (SEE NO. 30). BIDS SUBMITTED IN THE FOLLOWING MANNER WILL NOT BE ACCEPTED:

- A. BID SUBMITTED ON PAPER CONTAINS NO SIGNATURE INDICATING INTENT TO BE BOUND;
- B. BID FILLED OUT IN PENCIL; AND
- C. BID NOT SUBMITTED ON THE STATE'S STANDARD FORMS.

BIDS MUST BE RECEIVED AT THE ADDRESS SPECIFIED IN THE SOLICITATION OR SUBMITTED ONLINE VIA THE VENDOR PORTAL, WHICHEVER IS APPLICABLE, PRIOR TO BID OPENING TIME IN ORDER TO BE CONSIDERED. FAX ALTERATIONS, NOT INVOLVING PRICING, TO BIDS RECEIVED BEFORE BID OPENING TIME WILL BE CONSIDERED PROVIDED BID FORM AND FAXED ALTERATION HAVE BEEN RECEIVED AND TIME-STAMPED BEFORE BID OPENING. ALTERATIONS TO PRICE MUST BE RECEIVED IN A SEALED ENVELOPE WITH THE BID NUMBER, OPENING DATE AND TIME DISPLAYED ON THE OUTSIDE OF THE ENVELOPE AND TIME STAMPED BEFORE BID OPENING OR VIA THE ONLINE VENDOR PORTAL, WHICHEVER IS APPLICABLE. ENTIRE BID SHOULD BE RETURNED, EXCEPT ITEM PAGES NOT BID.

### 14. STANDARDS OF QUALITY

ANY PRODUCT OR SERVICE BID SHALL CONFORM TO ALL APPLICABLE FEDERAL AND STATE LAWS AND REGULATIONS AND THE SPECIFICATIONS CONTAINED IN THE SOLICITATION. UNLESS OTHERWISE SPECIFIED IN THE SOLICITATION, AND ANY MANUFACTURER'S NAME, TRADE NAME, BRAND NAME, OR CATALOG NUMBER USED IN THE SPECIFICATION IS FOR THE PURPOSE OF DESCRIBING THE STANDARD OF QUALITY, PERFORMANCE AND CHARACTERISTICS DESIRED AND IS NOT INTENDED TO LIMIT OR RESTRICT COMPETITION. BIDDER MUST SPECIFY THE BRAND AND MODEL NUMBER OF THE PRODUCT OFFERED IN HIS BID. BIDS NOT SPECIFYING BRAND AND MODEL NUMBER SHALL BE CONSIDERED AS OFFERING THE EXACT PRODUCTS SPECIFIED IN THE SOLICITATION.

#### **15. DESCRIPTIVE INFORMATION**

BIDDERS PROPOSING AN EQUIVALENT BRAND OR MODEL SHOULD SUBMIT WITH THE BID INFORMATION (SUCH AS ILLUSTRATIONS, DESCRIPTIVE LITERATURE, TECHNICAL DATA) SUFFICIENT FOR STATE OF LOUISIANA TO EVALUATE QUALITY, SUITABILITY, AND COMPLIANCE WITH THE SPECIFICATIONS IN THE SOLICITATION. FAILURE TO SUBMIT DESCRIPTIVE INFORMATION MAY CAUSE BID TO BE REJECTED. ANY CHANGE MADE TO A MANUFACTURER'S PUBLISHED SPECIFICATIONS SUBMITTED FOR A PRODUCT SHALL BE VERIFIABLE BY THE MANUFACTURER. IF ITEM(S) BID DO NOT FULLY COMPLY WITH SPECIFICATIONS (INCLUDING BRAND AND/OR PRODUCT NUMBER), BIDDER SHOULD STATE IN WHAT RESPECT ITEM(S) DEVIATE. FAILURE TO NOTE EXCEPTIONS ON THE BID FORM WILL NOT RELIEVE THE SUCCESSFUL BIDDER(S) FROM SUPPLYING THE ACTUAL PRODUCTS REQUESTED.

#### **16. BID OPENING**

BIDDERS MAY ATTEND THE BID OPENING, BUT NO INFORMATION OR OPINIONS CONCERNING THE ULTIMATE CONTRACT AWARD WILL BE GIVEN AT THE BID OPENING OR DURING THE EVALUATION PROCESS. BIDS MAY BE EXAMINED IN ACCORDANCE WITH LA R.S. 44.I. INFORMATION PERTAINING TO COMPLETED FILES MAY BE SECURED BY VISITING THE STATE OF LOUISIANA DURING NORMAL WORKING HOURS.

#### **17. PRICES**

UNLESS OTHERWISE SPECIFIED BY THE STATE OF LOUISIANA IN THE SOLICITATION, BID PRICES MUST BE COMPLETE, INCLUDING TRANSPORTATION PREPAID BY BIDDER TO DESTINATION AND FIRM FOR ACCEPTANCE FOR A MINIMUM OF 30 DAYS. IF ACCEPTED, PRICES MUST BE FIRM FOR THE CONTRACTUAL PERIOD. BIDS OTHER THAN F.O.B. DESTINATION MAY BE REJECTED. PRICES SHOULD BE QUOTED IN THE UNIT (EACH, BOX, CASE, ETC.) AS SPECIFIED IN THE SOLICITATION.

#### **18. DELIVERIES**

BIDS MAY BE REJECTED IF THE DELIVERY TIME INDICATED IS LONGER THAN THAT SPECIFIED IN THE SOLICITATION.

#### **19. TAXES**

VENDOR IS RESPONSIBLE FOR INCLUDING ALL APPLICABLE TAXES IN THE BID PRICE. STATE AGENCIES ARE EXEMPT FROM ALL STATE AND LOCAL SALES AND USE TAXES.

#### **20. NEW PRODUCTS**

UNLESS SPECIFICALLY CALLED FOR IN THE SOLICITATION, ALL PRODUCTS FOR PURCHASE MUST BE NEW, NEVER PREVIOUSLY USED, AND THE CURRENT MODEL AND/OR PACKAGING. NO REMANUFACTURED, DEMONSTRATOR, USED OR IRREGULAR PRODUCT WILL BE CONSIDERED FOR PURCHASE UNLESS OTHERWISE SPECIFIED IN THE SOLICITATION. THE MANUFACTURER'S STANDARD WARRANTY WILL APPLY UNLESS OTHERWISE SPECIFIED IN THE SOLICITATION.

#### **21. CONTRACT RENEWALS**

UPON AGREEMENT OF THE STATE OF LOUISIANA AGENCY AND THE CONTRACTOR, A TERM CONTRACT MAY BE EXTENDED FOR 2 ADDITIONAL 12-MONTH PERIODS AT THE SAME PRICES, TERMS AND CONDITIONS. IN SUCH CASES, THE TOTAL CONTRACT TERM CANNOT EXCEED 36 MONTHS.

#### **22. CONTRACT CANCELLATION**

THE STATE OF LOUISIANA HAS THE RIGHT TO TERMINATE THE CONTRACT IMMEDIATELY FOR ANY OF THE FOLLOWING REASONS:

(A) MISREPRESENTATION BY THE CONTRACTOR; (B) CONTRACTOR'S FRAUD, COLLUSION, CONSPIRACY OR OTHER UNLAWFUL MEANS OF OBTAINING ANY CONTRACT WITH THE STATE OF LOUISIANA; (C) CONFLICT OF CONTRACT PROVISIONS WITH CONSTITUTIONAL OR STATUTORY PROVISIONS OF STATE OR FEDERAL LAW; (D) ABUSIVE OR BELLIGERENT CONDUCT BY CONTRACTOR TOWARDS AN EMPLOYEE OR AGENT OF THE STATE; (E) CONTRACTOR'S INTENTIONAL VIOLATION OF THE PROCUREMENT CODE (LA R.S. 39:1551 ET SEQ.) AND ITS CORRESPONDING REGULATIONS; OR, (F) ANY LISTED REASON FOR DEBARMENT UNDER LA R.S. 39:1672.

THE STATE OF LOUISIANA MAY TERMINATE THE CONTRACT FOR CONVENIENCE AT ANY TIME (1) BY GIVING THIRTY (30) DAYS WRITTEN NOTICE TO THE CONTRACTOR OF SUCH TERMINATION: OR (2) BY NEGOTIATING WITH THE CONTRACTOR AN EFFECTIVE DATE. THE STATE SHALL PAY CONTRACTOR FOR, IF APPLICABLE: (A) DELIVERABLES IN PROGRESS; (B) THE PERCENTAGE THAT HAS BEEN COMPLETED SATISFACTORILY; AND, (C) FOR TRANSACTION-BASED SERVICES UP TO THE DATE OF TERMINATION, TO THE EXTENT WORK HAS BEEN PERFORMED SATISFACTORILY.

THE STATE OF LOUISIANA HAS THE RIGHT TO TERMINATE THE CONTRACT FOR CAUSE BY GIVING THIRTY (30) DAYS WRITTEN NOTICE TO THE CONTRACTOR OF SUCH TERMINATION FOR ANY OF THE FOLLOWING NON-EXCLUSIVE REASONS: (A) FAILURE TO DELIVER WITHIN THE TIME SPECIFIED IN THE CONTRACT; (B) FAILURE OF THE PRODUCT OR SERVICE TO MEET SPECIFICATIONS, CONFORM TO SAMPLE QUALITY OR TO BE DELIVERED IN GOOD CONDITION; OR, (C) ANY OTHER BREACH OF CONTRACT.

**23. DEFAULT OF CONTRACTOR**

FAILURE TO DELIVER WITHIN THE TIME SPECIFIED OR TO PROVIDE THE SERVICES AS SPECIFIED IN THE BID WILL CONSTITUTE A DEFAULT AND MAY CAUSE CANCELLATION OF THE CONTRACT. WHERE THE STATE HAS DETERMINED THE CONTRACTOR TO BE IN DEFAULT, THE STATE RESERVES THE RIGHT TO PURCHASE ANY OR ALL PRODUCTS OR SERVICES COVERED BY THE CONTRACT ON THE OPEN MARKET AND TO CHARGE THE CONTRACTOR WITH COST IN EXCESS OF THE CONTRACT PRICE. UNTIL SUCH ASSESSED CHARGES HAVE BEEN PAID, NO SUBSEQUENT BID FROM THE DEFAULTING CONTRACTOR WILL BE CONSIDERED.

**24. ORDER OF PRIORITY**

IN THE EVENT THERE IS A CONFLICT BETWEEN THE INSTRUCTIONS TO BIDDERS OR STANDARD CONDITIONS AND THE SPECIAL TERMS AND CONDITIONS, THE SPECIAL TERMS AND CONDITIONS SHALL GOVERN.

**25. APPLICABLE LAW**

ALL CONTRACTS SHALL BE CONSTRUED IN ACCORDANCE WITH AND GOVERNED BY THE LAWS OF THE STATE OF LOUISIANA.

**26. COMPLIANCE WITH CIVIL RIGHTS LAWS**

BY SUBMITTING AND SIGNING THIS BID, BIDDER AGREES TO ABIDE BY THE REQUIREMENTS OF THE FOLLOWING AS APPLICABLE: TITLE VI AND VII OF THE CIVIL RIGHTS ACT OF 1964, AS AMENDED BY THE EQUAL EMPLOYMENT OPPORTUNITY ACT OF 1972, FEDERAL EXECUTIVE ORDER 11246, FEDERAL REHABILITATION ACT OF 1973, AS AMENDED, THE VIETNAM ERA VETERAN'S READJUSTMENT ASSISTANCE ACT OF 1974, TITLE IX OF THE EDUCATION AMENDMENTS OF 1972, THE AGE DISCRIMINATION ACT OF 1975, AND BIDDER AGREES TO ABIDE BY THE REQUIREMENTS OF THE AMERICANS WITH DISABILITIES ACT OF 1990. BIDDER AGREES NOT TO DISCRIMINATE IN ITS EMPLOYMENT PRACTICES, AND WILL RENDER SERVICES UNDER ANY CONTRACT ENTERED INTO AS A RESULT OF THIS SOLICITATION WITHOUT REGARD TO RACE, COLOR, RELIGION, SEX, SEXUAL ORIENTATION, NATIONAL ORIGIN, VETERAN STATUS, POLITICAL AFFILIATION, DISABILITY, OR AGE IN ANY MATTER RELATING TO EMPLOYMENT. ANY ACT OF DISCRIMINATION COMMITTED BY BIDDER, OR FAILURE TO COMPLY WITH THESE STATUTORY OBLIGATIONS WHEN APPLICABLE, SHALL BE GROUNDS FOR TERMINATION OF ANY CONTRACT ENTERED INTO AS A RESULT OF THIS SOLICITATION.

**27. ADA ACCESSIBILITY REQUIREMENTS**

IF APPLICABLE, THE CONTRACTOR WARRANTS IT WILL COMPLY WITH FEDERAL AND STATE DISABILITIES LAWS AND REGULATIONS AND ALSO WARRANTS THAT THE PRODUCTS AND SERVICES PROVIDED CONFORM TO THE APPLICABLE ACCESSIBILITY REQUIREMENTS OF WCAG 2.1 LEVEL AA OR THE MOST CURRENT VERSION (THE "ACCESSIBILITY STANDARDS"), SECTION 508 OF THE REHABILITATION ACT OF 1973, AND THE AMERICANS WITH DISABILITIES ACT. THE CONTRACTOR AGREES TO PROMPTLY RESPOND TO AND RESOLVE ANY COMPLAINT REGARDING ACCESSIBILITY OF ITS PRODUCTS AND SERVICES. IF AT ANY TIME, PRODUCTS AND SERVICES PROVIDED UNDER THIS CONTRACT DO NOT FULLY CONFORM TO THE ACCESSIBILITY STANDARDS, CONTRACTOR SHALL IMMEDIATELY ADVISE THE STATE OF LOUISIANA OFFICE OF STATE PROCUREMENT (THE "STATE") IN WRITING OF THE NONCONFORMANCE AND SHALL PROVIDE THE STATE A PLAN TO ACHIEVE CONFORMANCE TO THE ACCESSIBILITY STANDARDS, INCLUDING BUT NOT LIMITED TO, AN INTENDED TIMELINE FOR CONFORMANCE. CONTRACTOR FURTHER AGREES TO INDEMNIFY AND HOLD HARMLESS THE STATE FROM ANY CLAIMS OR DAMAGES ARISING OUT OF ITS FAILURE TO COMPLY WITH THE REQUIREMENTS OF THIS PARAGRAPH. FAILURE TO COMPLY WITH THESE REQUIREMENTS SHALL CONSTITUTE A MATERIAL BREACH OF THIS CONTRACT AND MAY BE GROUNDS FOR TERMINATION OF THIS CONTRACT BY THE STATE.

**28. SPECIAL ACCOMMODATION**

ANY "QUALIFIED INDIVIDUAL WITH A DISABILITY" AS DEFINED BY THE AMERICANS WITH DISABILITIES ACT WHO HAS SUBMITTED A BID AND DESIRES TO ATTEND THE BID OPENING, MUST NOTIFY THIS OFFICE IN WRITING NOT LATER THAN 7 DAYS PRIOR TO THE BID OPENING DATE OF THEIR NEED FOR SPECIAL ACCOMMODATIONS. IF THE REQUEST CANNOT BE REASONABLY PROVIDED, THE



INDIVIDUAL WILL BE INFORMED PRIOR TO THE BID OPENING.

**29. INDEMNITY**

CONTRACTOR AGREES, UPON RECEIPT OF WRITTEN NOTICE OF A CLAIM OR ACTION, TO DEFEND THE CLAIM OR ACTION, OR TAKE OTHER APPROPRIATE MEASURE, TO INDEMNIFY, AND HOLD HARMLESS, THE STATE, ITS OFFICERS, ITS AGENTS AND ITS EMPLOYEES FROM AND AGAINST ALL CLAIMS AND ACTIONS FOR BODILY INJURY, DEATH OR PROPERTY DAMAGES CAUSED BY THE FAULT OF THE CONTRACTOR, ITS OFFICERS, ITS AGENTS, OR ITS EMPLOYEES. CONTRACTOR IS OBLIGATED TO INDEMNIFY ONLY TO THE EXTENT OF THE FAULT OF THE CONTRACTOR, ITS OFFICERS, ITS AGENTS, OR ITS EMPLOYEES. HOWEVER, THE CONTRACTOR SHALL HAVE NO OBLIGATION AS SET FORTH ABOVE WITH RESPECT TO ANY CLAIM OR ACTION FROM BODILY INJURY, DEATH OR PROPERTY DAMAGES ARISING OUT OF THE FAULT OF THE STATE, ITS OFFICERS, ITS AGENTS OR ITS EMPLOYEES.

**30. SIGNATURE AUTHORITY**

ATTENTION: R.S. 39:1594(C)(4) REQUIRES EVIDENCE OF AUTHORITY TO SIGN AND SUBMIT BIDS TO THE STATE OF LOUISIANA. YOU MUST INDICATE WHICH OF THE FOLLOWING APPLY TO THE SIGNER OF THIS BID.

FOR THE PURPOSES OF LAGOV SUPPLIER PORTAL BIDDING, THE SIGNATURE OF AUTHORIZED SIGNATORY OF BIDDER IS REPRESENTED BY THE LAGOV SUPPLIER PORTAL USER LOG-IN ID. THE NAME OF AUTHORIZED SIGNATORY OF BIDDER IS REPRESENTED BY THE CONTACT PERSON ASSOCIATED WITH THE LAGOV SUPPLIER PORTAL USER LOG-IN ID.

**PLEASE CIRCLE ONE:**

1. THE SIGNER OF THIS BID IS EITHER A CORPORATE OFFICER WHO IS LISTED ON THE MOST CURRENT ANNUAL REPORT ON FILE WITH THE SECRETARY OF STATE OR A MEMBER OF A PARTNERSHIP OR PARTNERSHIP IN COMMENDAM AS REFLECTED IN THE MOST CURRENT PARTNERSHIP RECORDS ON FILE WITH THE SECRETARY OF STATE. A COPY OF THE ANNUAL REPORT OR PARTNERSHIP RECORD MUST BE SUBMITTED TO THIS OFFICE BEFORE CONTRACT AWARD.
2. THE SIGNER OF THE BID IS A REPRESENTATIVE OF THE BIDDER AUTHORIZED TO SUBMIT THIS BID AS EVIDENCED BY DOCUMENTS SUCH AS, CORPORATE RESOLUTION, CERTIFICATION AS TO CORPORATE PRINCIPAL, ETC. IF THIS APPLIES A COPY OF THE RESOLUTION, CERTIFICATION, OR OTHER SUPPORTIVE DOCUMENTS SHOULD BE ATTACHED HERETO.
3. THE BIDDER HAS FILED WITH THE SECRETARY OF STATE AN AFFIDAVIT OR RESOLUTION OR OTHER ACKNOWLEDGED/ AUTHENTIC DOCUMENT INDICATING THAT THE SIGNER IS AUTHORIZED TO SUBMIT BIDS FOR PUBLIC CONTRACTS. A COPY OF THE APPLICABLE DOCUMENT MUST BE SUBMITTED TO THIS OFFICE BEFORE CONTRACT AWARD.
4. THE SIGNER OF THE BID HAS BEEN DESIGNATED BY THE BIDDER AS AUTHORIZED TO SUBMIT BIDS ON THE BIDDER'S VENDOR REGISTRATION ON FILE WITH THIS OFFICE.

**31.** IN ACCORDANCE WITH THE PROVISIONS OF R.S. 39: 2192, IN AWARDING CONTRACTS AFTER AUGUST 15, 2010, ANY PUBLIC ENTITY IS AUTHORIZED TO REJECT A PROPOSAL OR BID FROM, OR NOT AWARD THE CONTRACT TO, A BUSINESS IN WHICH ANY INDIVIDUAL WITH AN OWNERSHIP INTEREST OF FIVE PERCENT OR MORE, HAS BEEN CONVICTED OF, OR HAS ENTERED A PLEA OF GUILTY OR NOLO CONTENDERE TO ANY STATE FELONY OR EQUIVALENT FEDERAL FELONY CRIME COMMITTED IN THE SOLICITATION OR EXECUTION OF A CONTRACT OR BID AWARDED UNDER THE LAWS GOVERNING PUBLIC CONTRACTS UNDER THE PROVISIONS OF CHAPTER 10 OF TITLE 38 OF THE LOUISIANA REVISED STATUTES OF 1950, OR THE LOUISIANA PROCUREMENT CODE UNDER THE PROVISIONS OF CHAPTER 17 OF TITLE 39.

**32. FEDERAL CLAUSES, IF APPLICABLE**

**ANTI-KICKBACK CLAUSE**

THE CONTRACTOR HEREBY AGREES TO ADHERE TO THE MANDATE DICTATED BY THE COPELAND "ANTI-KICKBACK" ACT WHICH PROVIDES THAT EACH CONTRACTOR OR SUBGRANTEE SHALL BE PROHIBITED FROM INDUCING, BY ANY MEANS, ANY PERSON EMPLOYED IN THE COMPLETION OF WORK, TO GIVE UP ANY PART OF THE COMPENSATION TO WHICH HE IS OTHERWISE ENTITLED.

**CLEAN AIR ACT**

THE CONTRACTOR HEREBY AGREES TO ADHERE TO THE PROVISIONS WHICH REQUIRE COMPLIANCE WITH ALL APPLICABLE STANDARDS, ORDERS OR REQUIREMENTS ISSUED UNDER SECTION 306 OF THE CLEAN AIR ACT WHICH PROHIBITS THE USE

UNDER NON-EXEMPT CONTRACTS, GRANTS OR LOANS OF FACILITIES INCLUDED ON THE EPA LIST OF VIOLATING FACILITIES.

**ENERGY POLICY AND CONSERVATION ACT**

THE CONTRACTOR HEREBY RECOGNIZES THE MANDATORY STANDARDS AND POLICIES RELATING TO ENERGY EFFICIENCY WHICH ARE CONTAINED IN THE STATE ENERGY CONSERVATION PLAN ISSUED IN COMPLIANCE WITH THE ENERGY POLICY AND CONSERVATION ACT (P.L. 94-163).

**CLEAN WATER ACT**

THE CONTRACTOR HEREBY AGREES TO ADHERE TO THE PROVISIONS WHICH REQUIRE COMPLIANCE WITH ALL APPLICABLE STANDARDS, ORDERS OR REQUIREMENTS ISSUED UNDER SECTION 508 OF THE CLEAN WATER ACT WHICH PROHIBITS THE USE UNDER NON-EXEMPT FEDERAL CONTRACTS, GRANTS OR LOANS OF FACILITIES INCLUDED ON THE EPA LIST OF VIOLATING FACILITIES.

**ANTI-LOBBYING AND DEBARMENT ACT**

THE CONTRACTOR WILL BE EXPECTED TO COMPLY WITH FEDERAL STATUTES IN THE ANTI-LOBBYING ACT AND THE DEBARMENT ACT.

**33. PROHIBITION OF DISCRIMINATORY BOYCOTTS OF ISRAEL**

IN ACCORDANCE WITH LA R.S. 39:1602.1, THE FOLLOWING APPLIES TO ANY BID WITH A VALUE OF \$100,000 OR MORE AND TO VENDORS WITH FIVE OR MORE EMPLOYEES:

BY SUBMITTING A RESPONSE TO THIS SOLICITATION, THE BIDDER OR PROPOSER CERTIFIES AND AGREES THAT THE FOLLOWING INFORMATION IS CORRECT: IN PREPARING ITS RESPONSE, THE BIDDER OR PROPOSER HAS CONSIDERED ALL PROPOSALS SUBMITTED FROM QUALIFIED, POTENTIAL SUBCONTRACTORS AND SUPPLIERS, AND HAS NOT, IN THE SOLICITATION, SELECTION, OR COMMERCIAL TREATMENT OF ANY SUBCONTRACTOR OR SUPPLIER, REFUSED TO TRANSACT OR TERMINATED BUSINESS ACTIVITIES, OR TAKEN OTHER ACTIONS INTENDED TO LIMIT COMMERCIAL RELATIONS, WITH A PERSON OR ENTITY THAT IS ENGAGING IN COMMERCIAL TRANSACTIONS IN ISRAEL OR ISRAEL-CONTROLLED TERRITORIES, WITH THE SPECIFIC INTENT TO ACCOMPLISH A BOYCOTT OR DIVESTMENT OF ISRAEL. THE BIDDER HAS ALSO NOT RETALIATED AGAINST ANY PERSON OR OTHER ENTITY FOR REPORTING SUCH REFUSAL, TERMINATION, OR COMERCIALLY LIMITING ACTIONS. THE STATE RESERVES THE RIGHT TO REJECT THE RESPONSE OF THE BIDDER OR PROPOSER IF THIS CERTIFICATION IS SUBSEQUENTLY DETERMINED TO BE FALSE, AND TO TERMINATE ANY CONTRACT AWARDED BASED ON SUCH A FALSE RESPONSE.

**34. PROHIBITION OF COMPANIES THAT DISCRIMINATE AGAINST FIREARM AND AMMUNITION INDUSTRIES:**

IN ACCORDANCE WITH LA. R.S. 39:1602.2, THE FOLLOWING APPLIES TO ANY COMPETITIVE SEALED BIDS, COMPETITIVE SEALED PROPOSALS, OR CONTRACTS WITH A VALUE OF \$100,000 OR MORE INVOLVING A FOR-PROFIT COMPANY WITH AT LEAST FIFTY FULL-TIME EMPLOYEES:

UNLESS OTHERWISE EXEMPTED BY LAW, BY SUBMITTING A RESPONSE TO THIS SOLICITATION OR ENTERING INTO THIS CONTRACT, THE BIDDER, PROPOSER, OR CONTRACTOR CERTIFIES THE FOLLOWING:

1. THE COMPANY DOES NOT HAVE A PRACTICE, POLICY, GUIDANCE, OR DIRECTIVE THAT DISCRIMINATES AGAINST A FIREARM ENTITY OR FIREARM TRADE ASSOCIATION BASED SOLELY ON THE ENTITY'S OR ASSOCIATION'S STATUS AS A FIREARM ENTITY OR FIREARM TRADE ASSOCIATION;
2. THE COMPANY WILL NOT DISCRIMINATE AGAINST A FIREARM ENTITY OR FIREARM TRADE ASSOCIATION DURING THE TERM OF THE CONTRACT BASED SOLELY ON THE ENTITY'S OR ASSOCIATION'S STATUS AS A FIREARM ENTITY OR FIREARM TRADE ASSOCIATION.

THE STATE RESERVES THE RIGHT TO REJECT THE RESPONSE OF THE BIDDER, PROPOSER, OR CONTRACTOR IF THIS CERTIFICATION IS SUBSEQUENTLY DETERMINED TO BE FALSE, AND TO TERMINATE ANY CONTRACT AWARDED BASED ON SUCH A FALSE RESPONSE OR IF THE CERTIFICATION IS NO LONGER TRUE.

**35. CERTIFICATION OF NO FEDERAL SUSPENSION OR DEBARMENT**

BY SIGNING AND SUBMITTING ANY BID FOR \$25,000 OR MORE, THE BIDDER CERTIFIES THAT THEIR COMPANY, ANY SUBCONTRACTORS, OR PRINCIPALS ARE NOT SUSPENDED OR DEBARRED BY THE GENERAL SERVICES ADMINISTRATION (GSA) IN ACCORDANCE WITH THE REQUIREMENTS IN "AUDIT REQUIREMENTS IN SUBPART F OF THE OFFICE OF MANAGEMENT AND

Invitation to bid: 3000023656  
Open Date: 10/10/2024  
T-Number:

Bidder:

Page 27 of 27

BUDGET'S UNIFORM ADMINISTRATIVE REQUIREMENTS, COST PRINCIPLES, AND AUDIT REQUIREMENTS FOR FEDERAL AWARDS"  
(FORMERLY OMB CIRCULAR A-133).

A LIST OF PARTIES WHO HAVE BEEN SUSPENDED OR DEBARRED CAN BE VIEWED VIA THE INTERNET AT [HTTPS://WWW.SAM.GOV](https://www.sam.gov).

**36. SECRETARY OF STATE REGISTRATION**

IN ACCORDANCE WITH LOUISIANA LAW, ALL CORPORATIONS (SEE, LA R.S. 12:262.1) AND LIMITED LIABILITY COMPANIES (SEE, LA R.S. 12:1308.2) MUST BE REGISTERED AND IN GOOD STANDING WITH THE LOUISIANA SECRETARY OF STATE IN ORDER TO HOLD A PURCHASE ORDER AND/OR CONTRACT OVER \$25,000.

**37.** ALL BID AMOUNTS SHALL BE SUBMITTED IN UNITED STATES DOLLARS.

**38. INDEPENDENT PRICE DETERMINATION**

BY SIGNING AND SUBMITTING A BID, THE BIDDER CERTIFIES THAT THE PRICE SUBMITTED WAS INDEPENDENTLY ARRIVED AT WITHOUT COLLUSION.

**39. E-VERIFY**

THE CONTRACTOR SHALL COMPLY WITH THE PROVISIONS OF LA R.S. 23:995 AND FEDERAL LAW PERTAINING TO E-VERIFY IN THE PERFORMANCE OF SERVICES UNDER THE CONTRACT.