



510 Tebeau Street
PO Box 1965
Waycross, Georgia
31501
(912) 285-6083

EXECUTIVE DIRECTOR
Bryan Singleton

EXECUTIVE BOARD CHAIR
Leonard Burse, Jr.

Request for Milk Bid

Date: Monday, June 27, 2022

Subject: Milk Bid Request for period of August 08, 2022-May 31, 2023

action pact manages the Head Start Program for pre-school children in twelve counties in Southeast Georgia. We are currently seeking milk bids for the five centers listed on the attached Delivery Site Location Sheet. The estimated number of one-half pints of milk purchased for five days at the five centers is 6500 cartons. This contract may be renewed for 4 (four) renewal periods (may not exceed 4 renewals and automatic renewals are prohibited). We are requesting quotes for:

One half-pint cartons of fluid milk (white only);
fat free (skim) or low fat 1%;
whole, and Lactose Free (1% and whole)
Soy Milk (1/2 Gallon Cartons)

1. Bidders must provide the brand name of milk.
2. Seller must submit daily receipts to the purchaser with itemized list of milk purchased for that day.
3. Seller will submit monthly statements to purchaser with itemized milk purchased for the month.
4. Purchaser will make payment within 30 days of billing period. Checks will be made payable to the Company's name that appears on the bid solicitation.
5. Seller must deliver to five sites: Appling County (Baxley, Ga.), Clinch County (Homerville Ga) Hazzard Hill (Waycross, Ga.), Toombs County (Vidalia, Ga.) and Waycross/Ware (Waycross, Ga.).
6. Purchaser must be advised of product shortages at least 48 hours in advance of scheduled delivery.
Head Start begins on August 08, 2022
7. Deliveries are to be made as milk is needed.
8. Bidders must provide prices based on the quantities requested and the number of milk on invoice.
9. Bids must be received in a sealed envelope plainly marked on the outside, with the words (**Milk Bid**) in bold print. Bids must be sent to Ms. Trecinski Jones, Head Start Fiscal Specialist, at P.O. Box 1965-510 Tebeau Street, Waycross, Georgia 31502.
10. If your company is unable to submit a bid, the bid should be marked "**No Bid**", and returned to the purchaser in order to receive future bid solicitations. Any bid received after the specified time will not be considered and will be returned to the vendor or contractor unopened.
11. Bids should be returned by July 11, 2022. Bid winner will be awarded no later than 7 calendar days after the opening of all bids.
12. action pact Head Start Program reserves the right to increase or decrease within reasonable limits, such as quantities as need requires and the unit price is stated.

Cc: Amanda Lankford, Head Start Director
Hayley Stephens, action pact Fiscal Director
Trecinski Jones, Head Start Fiscal Specialist