

## **AWARD DELIVERY INFORMATION – RFQ**

Fiscal Year: **2023**

Institution: **FCI Fort Dix**

### **DELIVERY SCHEDULE**

A complete delivery of all awarded items is expected by **April 17, 2023 unless otherwise specified on product specification section.**

Deliveries will be made **Monday thru Thursday, from 7:00 am to 2:00 pm, unless otherwise noted in the product specification section.** Fort Dix Federal Bureau of Prison warehouse areas are closed Fridays and on all Federal holidays, deliveries will not be accepted on these closures.

Contractor failure to meet delivery schedules without an excusable delay and/or failure to conform to contract specifications will negatively affect the contractor's history of past performance. Past performance information may be used by the Government to make future award decisions and/or may result in a finding that the quoter is not responsible for the award of future requirements.

**NOTE:** Vendors (not Shipping Companies) must coordinate delivery appointments with the receiving Food Service warehouse staff. See below for contact information. Additionally billing is to be sent only after all product is accounted for, not prior to.

**Warehouse Contact's:** 609-723-1100, ext: 1502 or 1513 for Dan, George or Yosef

### **DELIVERY REQUIREMENTS**

- All deliveries must be palletized unless prior arrangements were agreed to by warehouse staff (no side loaded pallets).
- All items received out of date (best by, use by, or expiration) will not be accepted.
- All non-frozen, perishable foods must be delivered between 34 degrees F and 41 degrees F.
- All canned goods must be delivered above 34 degrees F and not frozen.
- **All frozen foods must be delivered at 0 degrees F or below. "Frozen product after being received is subject to further inspection upon thawing to verify sizes/weights are within the Purchase Order and or BOP National Specifications".**
- Some items may require thawing and cooking to determine specifications compliance and product wholesomeness.
- Any product that indicates prior thawing will be refused.
- All certified religious diet items must be marked with the Kosher Symbol (**OU**) on individual packages or the item will be refused.
- All items must strictly be in compliance with the BOP National Menu Specifications. Food Service Contractors have the responsibility of understanding these specifications. Contractors must obtain a copy of the National Menu Specifications prior to quoting.
- All items will be closely inspected.
- Receipt of delivery may be conditional for a period of three (3) days in order to allow for adequate examination and testing.
- Items that fail to meet specifications will be refused.
- Items which are conditionally received, and found to be unacceptable, must be picked up at the vendors' expense within two (2) weeks of noncompliance notification.
- If the product is not picked up within two (2) weeks, it will be disposed of by warehouse staff.