

## **NOTICE TO BIDDERS**

SEALED PROPOSALS ARE HEREBY SOLICITED FOR THE PREPARATION OF MEALS TITLE III-C NUTRITION PROGRAM, IN ACCORDANCE WITH SPECIFICATIONS.

PROPOSALS MUST BE SUBMITTED IN TRIPLICATE AND ENCLOSED IN A SEALED ENVELOPE MARKED "SEALED BID" AND ADDRESSED TO:

GREATER SPRINGFIELD SENIOR SERVICES, INC.  
66 INDUSTRY AVENUE, SUITE 9  
SPRINGFIELD, MA 01104  
C/O Anna Randall

A Bidders conference will be held on  
**Tuesday, September 29<sup>th</sup> at 1 pm**  
at the offices of GREATER SPRINGFIELD SENIOR SERVICES, INC.  
66 INDUSTRY AVENUE, SUITE 9  
SPRINGFIELD, MA 01104 with social distancing protocols in place.

The purpose of this conference is to give equal opportunity for clarification of specifications to all potential bidders. If you have any questions regarding these specifications, reserve them for that occasion.

Sealed bids will be accepted up to **Tuesday, October 27<sup>th</sup>, 2020 at 4 p.m.** Bids that are mailed must be postmarked no later than **Tuesday, October 27<sup>th</sup>, 2020.**  
Bids received after that date endorsed or signed will be rejected.

## **FACTORS IN SELECTING THE PROVIDER**

- a) Meal Cost Analysis.
- b) Type of service offered.
- c) Experience and reputation of bidder.
- d) Contract history for the past 10 years (e.g. termination, cancelation)
- e) Financial stability of bidder.
- f) Degree of staff supervision.
- g) Location and Food Production Facility.
- h) Ability to perform according to the requirements set forth.
- i) Ability to use USDA Commodity Foods.

GREATER SPRINGFIELD SENIOR SERVICES, INC. RESERVES THE RIGHT TO REJECT ANY AND ALL PROPOSALS IF IN THE PUBLIC INTEREST TO DO SO.