



Request for Quote

Milk and Dairy Products

Request for Quote # 6-10-24-DJ.

Date Issued: 6/12/24.

Due Date: 6/26/24 3:00 P.M. PST

**Submitted by the
University of California Davis Health**

This RFQ is also available at: <https://health.ucdavis.edu/supplychain/>

All questions regarding this RFQ should be directed to:

Dave Johnson
UCDH Procurement & Strategic Sourcing Department
Email: ucdjohnson@ucdavis.edu
Phone: (916) 734-2352

Please quote your lowest price for the material, and/or services, to be delivered, as specified below. Any deviation from the specifications must be identified and fully described. The right is reserved to accept or reject quotations on each item separately, or as a whole, and to waive any irregularities in the quotation. If unable to quote, please return this form so marked.

Questions should not be directed to any other University departments or staff. Material or substantive information provided to any bidder, as a result of questions received, will be provided to all bidders via an addendum to this RFI.



SECTION I – INTRODUCTION

University of California at Davis Health Profile

UC Davis Health (UCDH) provides an organizational framework that enables UC Davis to fulfill its teaching, research, patient-care and public service missions. UCDH delivers primary, secondary and tertiary care throughout inland Northern California; from both a medical and a financial standpoint, UCDH has a wide-ranging impact on the Sacramento area and the region. UCDH consists of the UC Davis School of Medicine, the Betty Irene Moore School of Nursing, the UC Davis Medical Center and the UC Davis Medical Group. The organization has over 11,300 faculty and staff, including over 2,400 physicians and 1,800 registered nurses.

UC Davis Medical Center (UCDMC) is located on 140 acres in central Sacramento, just three miles from the State Capitol, and was established in 1973 by the Regents of UCDH of California. It is inland Northern California's only academic medical center and Level I trauma center for both adult and pediatric emergencies. It includes a 625-bed, fully accredited hospital that serves as the main clinical educational site for the UCDSOM and is the main tertiary care referral center for a 33-county area of more than six million residents. Each year, UCDMC admits more than 30,000 patients, while its emergency room and 100-plus specialty and primary care clinics log more than 900,000 outpatient visits.

The **UC Davis Medical Group (UCDMG)** is the clinical/medical staff component of the UC Davis Health. The Medical Group began as a primary care extension of the Medical Center's hospital-based clinics in 1994. It now includes all medical staff, consisting of approximately 114 primary care physicians and more than 500 specialists serving patients in 13 communities throughout northern California. As the only provider of many specialty and sub-specialty services in inland northern California, UCDMG serves a diverse patient population. Just over one half of our outpatient population is classified as Caucasian, the balance being largely Hispanic, African American, Southeast Asian and Russian. On-site interpreters provide interpreting services in approximately 20 languages.



SECTION II – PURPOSE AND SCOPE OF REQUEST FOR QUOTE

This RFQ is an invitation for suitably qualified vendors to submit a quotation for **Local or Sustainable Milk and Dairy product purchases** in compliance with our Practice Green Health (PGH) and University of California Office of the President (UCOP) policies. The main focus is to provide our guests, patients and hospital employees with the highest quality pastries as possible. Companies should be able to provide their sustainability program and or any energy conservation efforts.

Proposal Submittal Instructions

All submissions must be received no later than June 25, 2024, at 3:00 p.m. PST. UCDH Purchasing Department will not accept proposals received after the due date.

Each Bidder is required to submit their proposal via e-mail to:

Dave Johnson
Subject: Milk and Dairy RFQ 06_10_24-DJ
E-mail: ucdjohnson@ucdavis.edu

RFQ Timeline

Event	Date
Release of Request for Quote	6/12/24
Deadline for Questions or Request for Clarification	6/20/24
Responses to Written Questions	6/21/24
Deadline for Submissions of Proposals	6/25/24
Estimated Date of Award	7/02/24

NOTE: YOUR SUBMISSION MUST INCLUDE A RESPONSE TO EVERY QUESTION AND SECTION THAT REQUESTS INFORMATION.



SECTION III – PRICE QUOTE

Provide quote based on six weekly deliveries.

1. Product list
2. Cost per unit
3. Size or package type
4. Products must be individually wrapped (**Milk packaging free from leaks**)
5. Include additional costs if any
6. Rates quoted per the pricing sheet **shall be inclusive of expenses.**
7. Price increases must be presented with at least 45-day notice.

SECTION IV – DELIVERY REQUIREMENTS

Delivery direct to Food and Nutrition locations on a standing order program for six weekly deliveries.

1. DSD (**modified**) service commitment on **Mondays through Saturdays (6 days per week)**
2. Delivery window 5:30am to 9:30am (**Daily Mondays through Saturdays**)
3. Provide options of shortages for next day deliveries

SECTION V – BASIS OF AWARD

1. Total Quoted Price

SECTION VI – TERMS AND CONDITIONS OF RFQ

1. University of California "Terms and Conditions of Purchase apply. Vendor can request a copy if needed.
2. Vendor to provide accurate reporting to include Local or Sustainability efforts on products quarterly and annual basis in total sales and gallons. Must provide at least one Healthier food purchasing standard criteria noted below:

Product purchases within 250 miles of Sacramento, CA
Product sourcing by Farm/Grower (if available, Optional)
Certified Organic (USDA)
American Humane Certified
Global Animal Partnership (GAP)
American Grass-fed Certified
Animal Welfare Approved
Rainforest Alliance Certified
Fair Trade Certified
Certified Responsible Antibiotic Use



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4. Bidders are advised that exceptions to University specified contract conditions and/or University standard terms and conditions for purchase/services as referenced herein and attached, are not invited and may result in disqualification of the bidder.
5. Please respond to this request even if a "no bid" is submitted.
6. Responding bidders are required to submit one (1) copy of their quotation response on via e-mail to: ucdjohnson@ucdavis.edu
7. In order for your quotation to be considered, your response to this request must be before the time deadline.
8. Unless otherwise stated, your bid quotation will be firm for 120 days from the date of bid closing.
9. Any deviation from the specifications must be identified and fully described. The right is reserved to accept or reject quotations on each item separately, or as a whole, and to waive any irregularities in the quotation.
10. Product Liability: Vendor shall fully indemnify, defend, and hold harmless the University from and against any and all claim, action, and liability, for injury, death, and property damage, arising out of the dispensing or use of any of Vendor's product provided under authorized Medical Center orders. In addition to the liability imposed by law on the Vendor for damage or injury (including death) to persons or property by reason of the negligence, willful acts or omissions, or strict liability of the Vendor or his agents, which liability is not impaired or otherwise affected hereby, the Vendor hereby assumes liability for and agrees to hold the University harmless and indemnify it from every expense, liability or payment by reason of any damage or injury (including death) to persons or property suffered or claimed to have been suffered through any act or omission of the Vendor.

The Medical Center agrees to provide Vendor with prompt notice of any such claims and to permit Vendor to defend any claim or suit, and that it will cooperate fully in such defense.

11. UCDH must have the ability to ***"order product for the next day"*** while adhering to the specified ordering cut off times.
DSD (**modified**) Service commitment delivery directly to our dairy walk-in cooler located in the basement floor. All products must be ***"free from leaking milk carton and containers" milk crates must be clean upon delivery***, proper rotation for any expired product (if any expired products found, need to retrieve, return for credit) Driver to collect all empty milk crates after each DSD (**modified**) delivery. As a hospital facility UC Davis Health Risk Management requires 100% compliance with all food safety regulations including cleanliness and maintenance of our food storage areas.
12. The University reserves the right to split award or award "all or none."
13. To facilitate timely award of this order, a certificate of insurance should accompany your quote. A certificate of insurance is required by the University for this project. All of the required policies shall name the Regents of the



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University of California as an additional insured, shall be in a form as issued by an insurer approved by the UCDH, and shall contain an endorsement requiring not less than thirty (30) days written notice to UCDH prior to any cancellation or modification thereof. Thereafter, a certificate evidencing the renewal of each such policy shall be furnished to UCDH at least ten (10) days prior to the expiration of the term of such policy. Failure to comply with this requirement may result in cancellation of any order resulting from this request for quotation.

14. **Product Liability:** Vendor shall fully indemnify, defend, and hold harmless the University from and against any and all claim, action, and liability, for injury, death, and property damage, arising out of the dispensing or use of any of Vendor's product provided under authorized Medical Center orders. In addition to the liability imposed by law on the Vendor for damage or injury (including death) to persons or property by reason of the negligence, willful acts or omissions, or strict liability of the Vendor or his agents, which liability is not impaired or otherwise affected hereby, the Vendor hereby assumes liability for and agrees to hold the University harmless and indemnify it from every expense, liability or payment by reason of any damage or injury (including death) to persons or property suffered or claimed to have been suffered through any act or omission of the Vendor.

The Medical Center agrees to provide Vendor with prompt notice of any such claims and to permit Vendor to defend any claim or suit, and that it will cooperate fully in such defense.

15. The Vendor warrants and represents that the equipment, when delivered, shall conform to all applicable standards and requirements of the California Occupational Safety and Health Act.
16. Bidder certifies that service is presently located at the address shown below and certifies that response to a service request will be within 48 hours after initial contact by UCDCM personnel for the duration of the contract period.
17. Please complete the information requested below:
 - a. Contact Person:
 - b. Company Name:
 - c. Address:
 - d. Telephone Number:
 - e. Fax Number: