



March 27, 2013

**INVITATION TO BID NO. 121570
PET FOOD & SUPPLIES**

Addendum No. 1

Instructions to Bidders:

1. Replace Pages 1, 2, 5, 6, 7, 8, 9, 10, 11 and 13 of Specifications with Pages 1A, 2A, 5A, 6A, 7A, 8A, 9A, 10A, 11A and 13A.
2. **The date and time of the bid opening remains the same.**

SIGN this Addendum below acknowledging receipt and understanding. INSERT it in the bidding document, and RETURN IT WITH YOUR BID.

CITY OF ROCHESTER

Charles Zettek, Jr.
Purchasing Agent

The undersigned bidder acknowledges receipt and understanding of Addendum No. 1.

Signature

Date



PET FOOD & SUPPLIES

1. SCOPE

It is the intent of the City of Rochester to establish a contract for Pet Food and Supplies to be used by the Animal Services Unit of the Police Department, located at 184 Verona Street, Rochester, New York, 14608.

2. BRANDS

- 2.1 The City of Rochester Animal Services has deemed Science Diet as the minimum acceptable baseline quality of pet food. Higher quality foods will be considered if they are price competitive.
- 2.2 The brands cited in these specifications are used to establish minimum acceptable standards for baseline and premium quality dry pet foods. Other comparable brands within each quality group may be bid, but they must meet or exceed the specifications of the referenced brands in order to be considered as alternates.
- 2.3 Bids based on alternate brands must be clearly identified as such and bidders should include full product descriptions, nutritional value and description of ingredients of basic levels with whole protein sources with their bid.
- 2.4 In the event that an apparent low bidder proposes an alternate, the burden of proof to demonstrate equivalence shall rest entirely with the bidder.
- 2.5 Acceptable equivalents will be determined by the Purchasing Agent, whose decision will be final.
- 2.6 Specifications are included in Appendix "A".

3. CONTRACT TERM

- 3.1 The term of the contract shall commence upon award and end on May 31, 2014.
- 3.2 The City may extend this contract for up to three (3) additional terms of one (1) year or less provided such extension is mutually agreeable to both the City and the contractor.

4. PICK-UP AND DELIVERY

- 4.1 If the successful bidder(s) is located within twenty (20) miles of the City, the pet food may be picked up by Animal Services as needed. However, the City reserves the right to request that the vendor deliver to the City FOB destination.
- 4.2 If the successful bidder is not located within twenty (20) miles of the City, the pet food must be delivered F.O.B. Destination.
 - 4.1.2 Delivery must be made within three (3) days after receipt of order on a weekly basis.

PET FOOD & SUPPLIES

- 4.3 If the delivery time referenced above is unacceptable, the vendor must state on the Proposal Page the time in which guaranteed delivery will be made.
- 4.4 Bid prices must reflect all reasonable and necessary transportation, shipping, handling and delivery charges.
- 4.5 The City does not pay fuel surcharges.

5. METHOD OF AWARD

- 5.1 Award will be made to the lowest responsive & responsible bidder per group (Baseline or Premium) or based on Total Bid Price whichever the City deems to be in the best interest for the City. Any exceptions must be described in the Proposal. The City reserves the right to conduct tests, seek references, compare specifications and conduct any other research in order to verify that alternative products offered fully meet the specifications.
- 5.2 If packaging is different than as shown for the product specified, the bidder must provide the alternate packaging price quote. The City reserves the right to calculate its net lowest cost on a per lb. or per oz. basis rather than per bag.
- 5.3 Bidders must bid on all items in a group.

6. PACKAGING

- 6.1 All items shall be boxed or packaged as by the manufacturer. Each box or package shall identify the product, the manufacturer and the nutritional information.
- 6.2 In the specifications, minimum and maximum packaging requirements have been given.
- 6.3 All prices quoted must be "per unit" as specified. (e.g., Do not quote "per case" when "per dozen" is requested, otherwise bid may be rejected.)

7. QUANTITIES

- 7.1 The quantities shown on the Proposal Page are estimates only and based on anticipated purchases during the contract term.
- 7.2 Quantities may be substantially more or less than shown on the Proposal.
- 7.3 The contract will be for the actual quantities ordered during the contract term.

8. NON-SPECIFIED ITEMS

- 8.1 In the event that there is a change in any of the current requirements for pet food during the term of this contract, it may be necessary for Animal Services to purchase non-specified types of Pet Food and supplies.

PET FOOD & SUPPLIES

PROPOSAL

The undersigned bidder hereby agrees to furnish the goods or services specified, and to otherwise fully meet all terms, conditions, and specifications contained in this Invitation to Bid without exception unless exceptions are clearly noted in this proposal. SIGNATURE MUST BE THAT OF THE BIDDER OR OF AN EMPLOYEE OR AGENT AUTHORIZED TO SIGN ON BEHALF OF THE BIDDER.

<u>ITEM</u>	<u>UNIT PRICE</u>	<u>EST. QTY.</u>	<u>TOTAL</u>
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Commodity Code: 3252535

GROUP 1 – DRY FOOD – BASELINE QUALITY

1. Science Diet Canine Puppy Healthy Growth, 40# bag,
or

\$ _____ 110 bags = \$ _____

Alternate Offered

Packaging being offered: _____ x _____ = \$ _____
per bag per bag of bags

2. Science Diet Canine Adult Advanced Fitness Professional, 40# bag,
or

\$ _____ 165 bags = \$ _____

Alternate Offered

Packaging being offered: _____ x _____ = \$ _____
per bag per bag of bags

Authorized Signature

Typed Name and Title of Authorized Signer

Typed Name of Company
(Continued through Page 9)

PET FOOD & SUPPLIES

PROPOSAL

GROUP 1 CONTINUED

<u>ITEM</u>	<u>UNIT PRICE</u>	<u>EST. QTY.</u>	<u>TOTAL</u>
3. Science Diet Feline Kitten Healthy Growth, 20# bag, or _____ Alternate Offered	\$ _____	75 bags =	\$ _____
Packaging being offered: _____ # per bag	\$ _____ per bag	x _____ of bags	= \$ _____
4. Science Diet Feline Adult Optimal Care Professional, 20# bag, or _____ Alternate Offered	\$ _____	120 bags =	\$ _____
Packaging being offered: _____ # per bag	\$ _____ per bag	x _____ of bags	= \$ _____
Total Bid – Group 1 \$			_____

Authorized Signature

Typed Name and Title of Authorized Signer

Typed Name of Company
(Continued through Page 9)

PET FOOD & SUPPLIES

PROPOSAL

<u>ITEM</u>	<u>UNIT PRICE</u>	<u>EST. QTY.</u>	<u>TOTAL</u>
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GROUP 2 – DRY FOOD – PREMIUM QUALITY

1. Purina Pro Plan Savor Puppy
Chicken and Rice, 40# bag,
or

\$ _____ 110 bags = \$ _____

Alternate Offered

Packaging being offered: _____ \$ _____ x _____ = \$ _____
per bag per bag of bags

2. Purina Pro Plan Savor Adult
Chicken and Rice, 40# bag,
or

\$ _____ 165 bags = \$ _____

Alternate Offered

Packaging being offered: _____ \$ _____ x _____ = \$ _____
per bag per bag of bags

3. Purina Pro Plan Feline Kitten
Chicken and Rice Formula,
20# bag,
or

\$ _____ 75 bags = \$ _____

Alternate Offered

Packaging being offered: _____ \$ _____ x _____ = \$ _____
per bag per bag of bags

Authorized Signature

Typed Name and Title of Authorized Signer

Typed Name of Company
(Continued through Page 9)

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PROPOSAL

<u>ITEM</u>	<u>UNIT PRICE</u>	<u>EST. QTY.</u>	<u>TOTAL</u>
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GROUP 2 CONTINUED

4. Purina Pro Plan Feline Adult Chicken and Rice, 20# bag, or	\$ _____	120 bags =	\$ _____
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Alternate Offered

Packaging being offered: _____ \$ _____ x _____ = \$ _____
per bag per bag of bags

Total Bid – Group 2 \$ _____

GROUP 3 – CANNED FOOD

Basic

1. Science Diet Canine Adult Chicken, 13 oz. can, or	\$ _____	2940 cans =	\$ _____
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Alternate Offered

Packaging being offered: \$ _____ per case of _____ oz.

Authorized Signature

Typed Name and Title of Authorized Signer

Typed Name of Company
(Continued through Page 9)

PET FOOD & SUPPLIES

PROPOSAL

<u>ITEM</u>	<u>UNIT PRICE</u>	<u>EST. QTY.</u>	<u>TOTAL</u>
<u>GROUP 3 CONTINUED</u>			
2. Science Diet Feline Adult Liver And Chicken, 5.5 oz. can, or _____	\$ _____	7800 cans =	\$ _____
Alternate Offered			
Packaging being offered:	\$ _____	per case of _____ oz.	
			Total Bid - Group 3 \$ _____

GROUP 4 - PRESCRIPTION DIETS

1. Science Diet i/d Canine Gastrointestinal Health, Dry, 35# bag, or _____	\$ _____	5 bags =	\$ _____
Alternate Offered			
Packaging being offered:	_____ # per bag	\$ _____ per bag	x _____ of bags = \$ _____

Authorized Signature

Typed Name and Title of Authorized Signer

Typed Name of Company
(Continued through Page 9)

PET FOOD & SUPPLIES

PROPOSAL

<u>ITEM</u>	<u>UNIT PRICE</u>	<u>EST. QTY.</u>	<u>TOTAL</u>
<u>GROUP 4 CONTINUED</u>			
2. Science Diet i/d Canine Gastrointestinal Health, 13 oz. can, or _____ Alternate Offered	\$ _____	24 cans = \$ _____	
Packaging being offered:	\$ _____	per case of _____ oz.	
3. Science Diet w/d Feline Low Fat Diabetic Gastrointestinal, Dry, 17.6# bag, or _____ Alternate Offered	\$ _____	12 bags = \$ _____	
Packaging being offered:	_____ # per bag	\$ _____ per bag x _____ of bags = \$ _____	

Authorized Signature

Typed Name and Title of Authorized Signer

Typed Name of Company
(Continued through Page 9)

PET FOOD & SUPPLIES

PROPOSAL

<u>ITEM</u>	<u>UNIT PRICE</u>	<u>EST. QTY.</u>	<u>TOTAL</u>
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GROUP 4 CONTINUED

4. Science Diet w/d Feline Low Fat Diabetic Gastrointestinal, 5.5 oz. can, or	\$ _____	72 cans = \$ _____
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Alternate Offered

Packaging being offered: \$ _____ per case of _____ oz.

5. Science Diet a/d Canine/Feline Critical Care, 5.5 oz. can, or	\$ _____	24 cans = \$ _____
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Alternate Offered

Packaging being offered: \$ _____ per case of _____ oz.

Total Bid – Group 4 \$ _____

TOTAL BID PRICE: \$ _____
(Groups 1, 2, 3 & 4)

GUARANTEED DELIVERY _____ CALENDAR DAYS AFTER RECEIPT OF ORDER

Authorized Signature

Typed Name and Title of Authorized Signer

Typed Name of Company
(Continued through Page 9)

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APPENDIX "A"

SPECIFICATIONS

DRY FOOD (BASIC): Puppy: 30.4/%Protein -19.8/Fat - 39.8/Carb
Adult Dog: 24.2/% Protein, 16.4/Fat, 51.5/Carb
Kitten: 38.1/% Protein – 25.6/Fat – 27.1/Carb
Adult Cat: 34.9/% Protein – 21.8/Fat – 35.4/Carb

GROUP 1: **DRY PET FOOD – SPECIAL INTESTINAL DIET**
Bag Size: 20 and 40# bags
Brand: Science Diet (Comparable to Hills Prescription Diet)

GROUP 2: **DRY PET FOOD – SPECIAL INTESTINAL DIET**
Bag Size: 20 and 40# bags
Brand: Purina Pro Plan

GROUP 3: **CANNED PET FOOD – SPECIAL INTESTINAL DIET**
Can Size: Minimum 5.5 oz. – Maximum 13 oz.
Case Size: Minimum 12 cans/case – Maximum 24 cans/case
Brand: Science Diet (Comparable to Hills Prescription Diet)

GROUP 4: **PRESCRIPTION DIET**
Bag Size: 17.6 and 35# bags
Can Size: Minimum 5.5 oz. – Maximum 13 oz.
Case Size: Minimum 12 cans/case – Maximum 24 cans/case
Brand: Science Diet (Comparable to Hills Prescription Diet)