CITY OF JASPER, ALABAMA
P. O. Box 1589
400 19th Street West
Jasper, Alabama 35502

Date: November 3rd, 2026

Bids to be opened at 11:00 A.M.
Date: November 30th, 2026

To Whom It May Concern:

Sealed bids will be received by the City of Jasper, Alabama, at Purchasing Agent's office in Jasper, Alabama, until the above time and date, and then opened as soon thereafter as practicable.

_____
Jessica Cook, Accountant/Purchasing Agent
City of Jasper, Alabama

_____
Date

Specifications**:** **INMATE FOOD**

SEE ATTACHED SHEETS

If you are unable to furnish an item as specified and desire to offer a substitute, give full description of the item. No errors will be corrected after bids are opened. No prices shall include State or Federal Excise Taxes. Tax exemption certificates furnished upon request. City reserves the right to accept or reject all bids or any portion thereof.

TO BE COMPLETED BY BIDDER

We are in position to furnish the above at the prices shown and can make shipment within _____ calendar days after receipt of order. Any attachment hereto is made and becomes a part of this inquiry and must be signed by the Bidder.

I hereby affirm I have not been in any agreement or collusion among bidders or prospective bidders in restraint of freedom of competition, by agreement to bid at a fixed price or to refrain from bidding, or otherwise.

_____
Name of Firm

By _____
Name

Title _____

(Bids made out in pencil will not be accepted.)

ALL BIDDERS MUST USE OUR BID FORM AND SHOW ON ENVELOPE THE OPENING DATE.

CITY OF JASPER
INMATE FOOD
SPECIFICATIONS

SCOPE:
The City of Jasper, Alabama is soliciting sealed bids to award an annual purchase agreement for the City's acquisition of **Inmate Food** for prisoners detained in the City's jail on short-term sentences. The successful bidder shall agree to deliver to the City or provide to City's representatives for pick up, the quantity requested whenever ordered during the contract period. The number of orders placed may vary and the quantities ordered may be greater or less than those listed in these specifications which are based on the City's best estimates. Bids will be evaluated by item and/or total and may be awarded by item, group or total whichever is in the best interest of the City. All bids may be held for a period of sixty days after bid opening before awarding the contract.

The contract period shall be for a twelve-month period from the date of the contract award with an option to issue a second and third contract with the same pricing, terms and conditions and agreement by both parties for a second and third twelve-month period. Prices must not be increased for the entire agreement period, but price decreases are allowed at any time.

The intent of this bid is to establish an agreement with qualified Suppliers for these products to be delivered to the City or provided for pick up, whenever ordered during a twelve-month period. This will be a multi-Supplier agreement whereby, should the primary Supplier be unable to fulfill the City's order in the time frame requested, and then the City reserves the right to use another supplier. Please indicate if you would like to be a secondary Supplier.

Samples of items, when required, must be furnished free, and, if the Bidder has not requested the return of the samples within 60 days from the bid opening date, the samples may be disposed of by the City. All products shall be bid F.O.B., final destination, as designated, with all delivery charges to be prepaid by the successful Bidder. The City does not accept C.O.D. or collect shipments.

This delivery period may determine the award. If the successful Bidder accepts the City's order but does not deliver or provide for pick up in the promised time, fees for delay may be assessed beginning on the first day following the promised date. All deliveries shall be made to the following address:

Police Department
City of Jasper
1610 Alabama Ave Jasper,
AL 35501

The City will endeavor to give at least twenty-four (24) hours notice when ordering, but there may be circumstances that will preclude this prior notification. The City will expect the successful Bidder to honor this bid with prompt, reliable service without additional fees regardless of the length of the notification period.

If the City decides to pick up the order at supplier's place of business, the City will not shop or compile, the order must be intact and ready for delivery. The successful bidder must maintain at least one week's supply of items always bid. All items must have a shelf life of at least one month, except for bread, which must have at least ten days. City reserves the right to refuse acceptance of all meals, food items or condiments determined to be of poor quality in the opinion of the City's representative.

Any disputes over the interpretation and and/or performance of conditions or responsibilities shall be resolved at sole discretion of City Purchasing Agent. Contractor will be considered in default of contract if/when they have not delivered the before mentioned responsibilities for a period of two scheduled dates. The City reserves the right to terminate this agreement with ten (10) days written notice if the successful Bidder fails to perform in a manner deemed acceptable to the City.

Upon delivery of such notice by the City to the successful Bidder, the successful Bidder shall discontinue all services in connection with the performance of this agreement and shall proceed to cancel promptly all existing orders and contracts insofar as such order or contracts are chargeable to this agreement. As soon as practicable after receipt of notice of termination, the Bidder shall submit a statement to the City for payment of that portion of the agreement successfully performed.

The successful Bidder's rights and duties awarded by the agreement may not be assigned to another without the written consent of the City signed by the City's authorized agent. Such consent shall not relieve the assignor of the liability in the event of default by the assignee.

The City reserves the right to waive minor variances from the specifications, provided these differences do not violate the specification intent, materially affects the operation for which the item or items are being purchased, nor increase the estimated maintenance and repair cost to the City.

Whenever in this invitation, any particular material, process and/or equipment are indicated or specified by patent, proprietary or brand name, or by name of manufacturer, such wording will be deemed to be used for the purpose of facilitating description only and will be deemed to be followed by the words, "or equal". Bidder to show that the alternative product is, in fact, equal to the product required in the specifications must provide proof satisfactory to the City.

Bid will be awarded to the lowest responsive and responsible bidder. The determination of lowest responsive and responsible bidder may involve all or some of the following factors: price, conformity to specifications, financial ability to meet the contract, previous performance, facilities and equipment, availability of repair parts, experience, delivery promise, compatibility as required, other costs, or other objective and accountable factors which are reasonable. Any exceptions to specifications or conditions must be listed on a separate sheet and attached to bid proposal.

All requests for interpretation of any portion of bid may be made by telephone to the City Purchasing Agent at (205) 385-7968. All replies will be given verbally and a copy of any inquiry and advise, if deemed vital by Purchasing Agent, will be made available to each prospective bidder.

All bids/proposals shall be submitted in the form and manner indicated by the bid documents and bid forms. Any bid /proposal which is not submitted in form and manner indicated which contains information, statements, conditions, or qualifications which place conditions or qualifications on the bids submittal for the purposes of making an award, or which alter any proposal terms, conditions specifications, or forms, which have not been previously by written addendum from Purchasing Agent, or which does not meet legal requirements, shall be declared as a qualified, conditional, or non-responsive and shall be rejected. Any proposals that do not fully respond to all detailed specifications or requests for information including execution of proposal forms may be declared "non-responsive" and recommended for rejection.

The City Council of Jasper in accordance with state law section 41-16-50(a) established a local preference zone for vendors having a place of business in the limits of Walker County. Vendors in this zone will be granted a three per cent preference rate over vendors not in this zone.

CONTACT INFORMATION

Any questions please contact:
Jessica Cook, Accountant/Purchasing Agent
E-mail: jcook@jaspercity.com
Phone: (205) 385-7968

BID SHEET

PLEASE BID ON PER UNIT COST	PRIMARY PRICE	*SUBSTITUTE PRICE
1 case of Frozen dinner (1 meat, 2 vegetables)	$_____	$_____
1 case of Frozen breakfast (potato, eggs, cheese, meat)	$_____	$_____
1 case Frozen dinner (vegetarian)	$_____	$_____
1 loaf of white sandwich bread	$_____	$_____
1 case of gallon tea bags	$_____	$_____
1 bag of sugar (10 lb)	$_____	$_____
1 case of sandwich bags	$_____	$_____
1 case of plastic spoons	$_____	$_____
1 case peanut butter packs (preferably 0.5 oz)	$_____	$_____
1 case jelly packs (assorted preferably 0.5 oz)	$_____	$_____
1 case single-serve drink packets	$_____	$_____
Banquet- Dinners:		
Breakfast	$_____	$_____
Vegetarian	$_____	$_____
Hungry-Man- Dinners:		
Breakfast	$_____	$_____
Vegetarian	$_____	$_____
Gatorade	$_____	$_____
Ensure	$_____	$_____
Water 24pk, or current package size	$_____	$_____

(CONTINUED)

BID SHEET CONTINUED

Lance Crackers	**$_____**	**$_____**
Pot Pies	**$_____**	**$_____**
Apples	**$_____**	**$_____**

***Bidder must receive approval through the Purchasing Agent to substitute.**

Meal order types may vary determined by number of meals needed and food allergies, dietary requirements, etc. Orders may need to be placed on a varying schedule determined by the jail population and amount of product on hand.

VENDOR INFORMATION

Bidder/Company Name: _____

Authorized Representative: _____

Signed: _____

Title: _____

Address: _____

City, State, & Zip: _____

Date: _____

Telephone: _____

Cell phone: _____

Fax Number: _____

E-Mail Address: _____

WE AGREE TO SERVE AS A SECONDARY SUPPLIER IF NOT SELECTED AS THE PRIMARY SUPPLIER YES _____ NO _____

SPECIFICATIONS

Food items currently being served are listed below on yearly basis amounts. The City may occasionally request additional or optional items. Pricing for those additional items shall be determined at the time of order. Successful Bidder must be able to offer variety in the meal packages.

ESTIMATED SIX-MONTH	
12,480	3 Compartment frozen dinners (1 meat, 2 vegetables) + (vegetarian)
7,488	3 Compartment frozen breakfasts (Potato, eggs, cheese, meat)
1,664	loaves of white sandwich bread
166	boxes of gallon size tea bags
125	boxes of sandwich bags
120	bags of sugar 10 lb. size
37	boxes of 500 count 0.5oz peanut butter packs
37	boxes of 500 count 0.5oz assorted jelly packs

These estimated quantities are based upon the best available information. The City reserves the right to increase or decrease the quantity by any amount deemed necessary to meet its needs without any adjustments in the quoted price.

The type of meals requested may change throughout the duration of this agreement. Pricing for the meals shall be determined at the time of order. All meals must be prepared for freezer storage and can be served direct from either a microwave or conventional oven. Items must be edible directly from the oven.

Delivery must be at least once per week with the potential for a second delivery in a week with twenty-four (24) hour notice. There may be circumstances that will preclude this prior notification, and the City will expect the Supplier to honor this bid with prompt, reliable service regardless of length of the notification period.
Delivery must be from the delivery vehicle directly into the storage area of the jail by the delivery person.
The older stock must be rotated to the front of the freezer.