



United States  
Department of  
Agriculture

Marketing and  
Regulatory  
Programs

Agricultural  
Marketing  
Service

Washington, DC  
20250

**Note:** New vendors and subcontractors must supply all of the required paperwork (Appendix I, Financial Statement, and 3 Reference Letters). In addition, all vendors must also be registered in the CCR within 48 hours after bid opening or your company may be considered non-responsive.

**This invitation is for Small Business Set-Aside only, see FAR 52.219-6 Notice of Total Small Business Set-Aside.**

Announcement FV-108, Invitation No. 047

February 2, 2004

**PURCHASE OF DEHYDRATED POTATOES FLAKES FOR DISTRIBUTION  
TO THE NEEDY FAMILY AND RELATED PROGRAMS**

**DEHYDRATED POTATOES  
CID A-A-20032F DECEMBER 20, 2002  
TYPE II STYLE B**

The United States Department of Agriculture (hereinafter called "USDA") hereby invites offers to sell USDA dehydrated potatoes flakes, basis price(s) f.o.b. destination points(s), packed in 12/1 lb boxes from the current crop year or later, 100 percent grown\* and processed and packed in the United States, pursuant to Announcement FV-108. Although a purchase of approximately 35,000 cases of dehydrated potato flakes is anticipated, actual quantities purchased by USDA will depend upon prices, volume offered, and changes in user requirements. \*Note: This requirement supersedes Article 49, of USDA-1.

**\*DEBES IS NOT CURRENTLY SET UP TO RECEIVE BIDS UNDER FV-108.**  
\*\*\*\*\*

No offers will be made to 8(a) vendors on this invitation.

**Vendors doing business with USDA are required to be registered in the Central Contractor Registration (CCR) system before being awarded contracts. If the Offeror is not registered in the CCR database within 48 hours after bid opening, offers will be deemed non-responsive.**

**Assignees shall be separately registered in the CCR database. Once a contract has been awarded, the Contractor shall not change the name or address for Electronic Funds Transfer (EFT) payments in the CCR record for the purpose of assignment of claims.**

**Offerors may obtain information on CCR registration and annual renewal requirements via the Internet at <http://www.ccr.gov> or by calling 1-888-227-2423 or 269-961-5757.**

All invitations with orders for the state of New York must have the pack date stamped on the outside of each carton. The pack date should be annotated as per the following example: (05/01/2003). Orders for the state of New York requiring the special markings will be



indicated by (\*\*). This applies to New York orders "Only", if and when they appear on an invitation.

A single, numerical price per case must be indicated in the space provided next to each line item number on which you intend to bid (i.e., the same price may not be carried from one line item to another through the use of quotation marks, arrows, etc.). Only one bid per line item number per offeror is acceptable for offers submitted on a delivered-to-destination price basis.

**IMPORTANT REMINDER: Offerors are urged to submit bids promptly to ensure timely arrival.**

**The facility for receiving offers by telecopier (FAX) is as follows:  
FAX Number 202/205-1979 (24 Hours)**

**If verification of receipt of a telecopier (fax) offer by USDA is desired, 202/720-2104 may be called from 7:00 a.m. to 4:15 p.m. Washington, DC, time, Monday through Friday. Specify on your FAX cover sheet the total number of pages and the page numbers, including the cover that are being faxed. All FAX responses must be typed or neatly printed and include all certificates and requested information.**

*Offers submitted by FAX must be submitted to the USDA-AMS-NTS Communications Center at (202) 205-1979. Due to the recent events regarding the mail and the new mail handling here at USDA, we no longer accept hard copies of Invitations to Bid via the mail. Please submit all bids via facsimile.*

**Offers, modifications, or withdrawals of offers shall be received by USDA not later than 1:00 p.m. Central Time on Friday, February 13, 2004.**

**Successful offerors shall be notified of acceptance by facsimile filed at Washington, D.C. not later than February 27, 2004.** The actual time of award is the time stamped on the acceptance wire at time of receipt by the AMS Communications Office or agent thereof. A notice of award will also be issued in the form of a Food Purchase Report posted at the Department's Office of Public Affairs, News Division, Washington, DC time on the day of acceptance. The time stamping of the award is an authorized deviation from the Federal Acquisition Regulations.

**Deliveries will be made from April 1, 2004 through June 30, 2004 in accordance with quantities specified in acceptance telegrams and the Notice to Deliver issued by the USDA. The following quantities by half-monthly deliver periods are requested.**

**CHANGE IN DELIVERY CONDITIONS:**

Timely delivery will be determined by the arrival time and date at the receiving warehouse or location. **COMMODITY SHALL BE DELIVERED DURING THE PERIOD SHOWN IN THE "SHIP NOT EARLIER THAN" AND "SHIP NOT LATER THAN" BLOCKS OF THE NOTICE TO DELIVER ISSUED BY KANSAS CITY COMMODITY OFFICE.** This time and date shall be evidenced by a dated warehouse entry report or consignee receipt. Invoices for payment must be supported by a copy of the consignee report evidencing time and quantity of delivery. Unloading appointments at destinations are the responsibility of the contractors.

Further information with respect to Announcement Fv-108, and Invitation No. 047 may be obtained from the Commodity Procurement Branch, Fruit and Vegetable Program, 1400 Independence Ave SW, Room 2546 South Building, Washington, DC 20250-0239.

Telephone: 202/720-4517, For Website: <http://www.ams.usda.gov/cp>

Inquiries concerning shipping instructions and payments should be directed to Director, Kansas City Commodity Office, USDA B FSA, P.O. 419205, Kansas City, MO 64141-6205.

Telephone numbers:

816-926-6068 (concerning shipping instructions)

816-926-6205 (concerning payments)

**Split Shipments are indicated by single asterisk.**

ANNOUNCEMENT : FV108  
 INVITATION : 047  
 COMM GROUP : 37 VEGETABLES, DEHYDRATED  
 COMM TYPE : 10 POTATOES, FLAKES, DEHYDRATED  
 PACK SIZE : 10 12/1 LB PACKAGE

ITEM NO	DESTINATION CITY	ST	TRANS RESTR	QUANTITY (CSE)	PRICE PER (CSE)
<b>DELIVERY PERIOD 04/01/04 - 04/15/04</b>					
001	DES MOINES	IA	TRUCK ONLY	2,500	_____
<b>DELIVERY PERIOD 04/16/04 - 04/30/04</b>					
002	ALTOONA	PA	TRUCK ONLY	5,000	_____
003	PHILADELPHIA	PA	TRUCK ONLY	2,500	_____
<b>DELIVERY PERIOD 05/01/04 - 05/15/04</b>					
004	ALTOONA	PA	TRUCK ONLY	2,500	_____
005	PHILADELPHIA	PA	TRUCK ONLY	2,500	_____
006	SUNBURY	PA	TRUCK ONLY	2,500	_____
007	CHICAGO	IL	TRUCK ONLY	2,500	_____
008	ALBUQUERQUE	NM	TRUCK ONLY	2,500	_____

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ITEM NO	DESTINATION CITY	ST	TRANS RESTR	QUANTITY (CSE)	PRICE PER (CSE)
<b>DELIVERY PERIOD 05/16/04 - 05/31/04</b>					
009	HELENA	MT	TRUCK ONLY	2,500	_____
010	FARGO	ND	TRUCK ONLY	2,500	_____
<b>DELIVERY PERIOD 06/01/04 - 06/15/04</b>					
011	NASHVILLE	TN	TRUCK ONLY	2,500	_____
012	CARTHAGE	MO		2,500	_____
<b>DELIVERY PERIOD 06/16/04 - 06/30/04</b>					
013	BENTON HARBOR	MI	TRUCK ONLY	625	_____
	FLINT	MI	TRUCK ONLY	827	_____
	OSSINEKE	MI	TRUCK ONLY	1,048	_____
TOTAL QUANTITY FOR COMMODITY TYPE				35,000	
TOTAL QUANTITY FOR INVITATION				35,000	

*Felicitas C. Lofton*  
 Felicitas C. Lofton  
 Contracting Officer

**OFFER TO SELL DEHYDRATED POTATO FLAKES**

The undersigned hereby offers to sell to the USDA on a delivered basis all or any part of an item (in whole truckloads- 2,500 case increments of the following item(s) from the current crop year or later, U.S. grown crop, processed and packaged dehydrated potato flakes 12/1 lb. boxes per case, delivery to destination shown below and subject to the terms and conditions set forth in Announcement FV-108 and Invitation No. 047.

Indicate the following:

1. Shipping Point \_\_\_\_\_

Gross Billing Weight \_\_\_\_\_ lbs. Per case.

Maximum half-monthly delivery rate 12/1 \_\_\_\_\_ cases

Maximum total quantity offeror will accept: 12/1 \_\_\_\_\_ cases  
(In the event that USDA purchases more than stated in this Invitation).

Minimum total quantity offeror will accept: 1 2 3 (PLEASE CIRCLE ONE)units

**NOTE - Offerors are advised that, under the terms of this Invitation, they must indicate a minimum of one to three units. If they indicated a minimum of other than one to three units or leave this space blank, they will be considered nonresponsive to the Invitation and will not be considered for award.**

**PLEASE NOTE, OUR COMPUTER WILL AUTOMATICALLY AWARD ADDITIONAL QUANTITIES TO THE SECOND LOWEST BIDDER IF ANY REQUIRED ADDITIONAL QUANTITIES EXCEED THE LOWEST BIDDER'S HALF-MONTHLY QUANTITY OFFERED, WHICH IS REPORTED ON THIS "OFFER TO SELL FORM".**

2. For Computer Record - See attached Vendor Name and Address Information

**PLEASE NOTE: VENDORS USING MULTIPLE SHIPPING POINTS SHOULD SPECIFY WHICH SHIPPING POINT THEY INTEND TO USE FOR EACH LINE ITEM NUMBER. IN THE ABSENCE OF SAID SPECIFICATION, THE AWARDED SHIPPING POINT SHALL BE AT USDA'S OPTION AND MAY ONLY BE CHANGED BY CONTRACT AMENDMENT.**

3. If offeror is not the processor, give name of processor: \_\_\_\_\_

4. Timely performance certification. Answer (a), (b), or (c) as appropriate.

- a) The Offeror has // completed required performance of any contracts with USDA prior to this bid opening; OR
- (b) The Offeror has not // completed required performance of any contracts with USDA prior to this bid opening and has // has not // notified the Contracting Officer; OR
- (c) The Offeror does not // have outstanding contracts with USDA.

5. Offeror represents that firm (a) has / / developed and has on file or has not / / developed and does not have on file, at each establishment, affirmative action programs required by the rules and regulations of the Secretary of Labor (46 CFR 60-1 and 60-2); and (b) firm has / / , has not / / previously had contracts subject to the written affirmative action program requirement of the rules and regulations of the Secretary of Labor.

6. Offeror represents that firm (a) has / / , has not / / participated in a previous contract or subcontract subject either to the "Equal Opportunity" clause in Part C of USDA-1, the clause originally contained in Section 310 of Executive Order No. 10925, or the clause contained in Section 201 of Executive Order No. 11114; (b) has / / , has not / / filed all required compliance reports; and will obtain representations indicating submission of required compliance reports signed by proposed subcontractors prior to subcontract awards.

7. Offeror certifies as follows: (a) Any facility to be used in the performance of this proposed contract is //, is not //, listed on the Environmental Protection Agency List of Violating Facilities. (b) Offeror will immediately notify the Contracting Officer, before award, of the receipt of any communication from the Administrator, or a designee of the U.S. Environmental Protection Agency, indicating that any facility proposed to be used for the performance of the contract is under consideration to be listed on the EPA List of Violating Facilities; and offeror will include a certification substantially the same as this certification, including this paragraph (c), in every nonexempt subcontract (Article 47 of USDA-1 contains the "Clear Air and Water" clause.)

8. Offeror certifies that firm is //, is not //, a small disadvantaged business concern as defined in Article 45 of USDA-1.

9. Offeror does //, does not // makes the certification of responsibility required by Section I.B. of the Announcement and the certifications, representations, and warranties provided in Parts C and D of USDA-1 is accurate.

10. Offeror represents and certifies as part of its offer that firm is //, is not //, a small business concern and that all //, not all //, **supplies to be furnished will be manufactured or produced by a small business concern in the United States, its territories possessions, or Puerto Rico.** "Small business concern" as used in this provision, means a concern, including its affiliates, that is independently owned and operated, not dominant in the field of operation in which it is bidding on Government contracts, and qualified as a small business under the size standards in the 13 C.F.R. 121.

11. Offeror represents that, except for full-time bona fide employees working solely for the offeror, the offeror (a) has //, has not // employed or retained any person or company to solicit or obtain this contract, and (b) has //, has not // paid or agreed to pay to any person or company employed or retained to solicit or obtain this contract by commission, percentage, brokerage, or other fee contingent upon or resulting from the award of this contract.

12. Offeror certifies:

//(a) that the person submitting this bid, as identified below, is the person in offeror's organization responsible for determining the prices being offered in this bid, and that the signatory has not participated and will not participate in any action contrary to subparagraphs (a)(1) through (a)(3) of the "Independent Price Certification" clause, Article 30, of USDA-1, or

//(b) that the person submitting this bid, as identified below, is an authorized agent for \_\_\_\_\_ (name of principal) and does certify that the principal has not participated, and will not participate in any action contrary to the subparagraphs (a)(1) through (a)(3) of the "Independent Price Certification" clause of Article 30 of the USDA-1; and, as agent, has not personally participated and will not participate in any action contrary to subparagraphs (a)(1) through (a)(3).

13. (a) Is the gross billing weight, shown on this offer form, a railroad Weighing and Inspection (WIB) agreement weight? Yes //, No // (b) If the answer is "No", explain the basis for determining the gross billing weight specifying whether it is a railroad accepted weight or your own estimated weight.

14. Offeror is //, is not //, a women-owned small business concern as defined in Article 42, of USDA-1.

15. Offeror certifies that firm is certified by small business concern and is// is not// requesting HUBZone price preference as authorized by FAR 52.219.

16. (a) As of January 1, 2004, all vendors are required to be registered in the Central Contractor Registration (CCR) system before being awarded contracts. Offerors not registered within 48 hours after bid opening will be deemed non-responsive.

Enter expiration date of CCR registration: \_\_\_\_\_

(b) Enter DUNS Number of CCR registration (N/A, if not available): \_\_\_\_\_

**17. CERTIFICATION REGARDING DEBARMENT, SUSPENSION, PROPOSED DEBARMENT, AND OTHER RESPONSIBILITY MATTERS (DEC 2001)**

(a)(1) The Offeror certifies, to the best of its knowledge and belief, that- (i) The Offeror and/or any of its Principals-

(1) Are  are not  presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal agency;

(2) Have  have not , within a three-year period preceding this offer, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, state, or local) contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property; and

(3) Are  are not  presently indicted for, or otherwise criminally or civilly charged by a governmental entity with, commission of any of the offenses enumerated in paragraph (a)(1)(i)(B) of this provision.

(ii) The Offeror has  has not , within a three-year period preceding this offer, had one or more contracts terminated for default by any Federal agency.

(2) "Principals," for the purposes of this certification, means officers; directors; owners; partners; and, persons having primary management or supervisory responsibilities within a business entity (e.g., general manager; plant manager; head of a subsidiary, division, or business segment, and similar positions).

**18. THIS CERTIFICATION CONCERNS A MATTER WITHIN THE JURISDICTION OF AN AGENCY OF THE UNITED STATES AND THE MAKING OF A FALSE, FICTITIOUS, OR FRAUDULENT CERTIFICATION MAY RENDER THE MAKER SUBJECT TO PROSECUTION UNDER SECTION 1001, TITLE 18, UNITED STATES CODE.**

(A) The Offeror shall provide immediate written notice to the Contracting Officer if, at any time prior to contract award, the Offeror learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

(B) A certification that any of the items in paragraph (a) of this provision exists will not necessarily result in withholding of an award under this solicitation. However, the certification will be considered in connection with a determination of the Offeror's responsibility. Failure of the Offeror to furnish a certification or provide such additional information as requested by the Contracting Officer may render the Offeror nonresponsible.

(C) Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render, in good faith, the certification required by paragraph (a) of this provision. The knowledge and information of an Offeror is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

(4) The certification in paragraph (a) of this provision is a material representation of fact upon which reliance was placed when making award. If it is later determined that the Offeror knowingly rendered an erroneous certification, in addition to other remedies available to the Government, the Contracting Officer may terminate the contract resulting from this solicitation for default.

**BEFORE SIGNING THIS OFFER SEE ARTICLE 6 OF USDA-1**

IN WITNESS WHEREOF, The Undersigned has executed this offer this \_\_\_ day of \_\_\_\_\_, 2004.

NAME OF FIRM: \_\_\_\_\_  
SIGNATURE: \_\_\_\_\_ TITLE: \_\_\_\_\_  
(Type or Print Name)

TYPE OF FIRM: \_\_\_\_\_  
(Corporation, Partnership, Individual Proprietorship)

ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_ TELEPHONE NO: \_\_\_\_\_  
TWX: \_\_\_\_\_ TELEX: \_\_\_\_\_ ANSWER BACK: \_\_\_\_\_ FAX NO.: \_\_\_\_\_

**Taxpayer Identification Number (TIN)**

Offerors must submit a Taxpayer Identification Number as required by FAR at 48 C.F.R.' 52.204-3 (provision follows, sections not applicable to this Invitation deleted).

1. **Taxpayer Identification Number (TIN)**- TIN: \_\_\_\_\_  
TIN has been applied for.
2. **Common Parent** - Offeror is not owned or controlled by a common parent as defined in paragraph (4) of this section.  
  
Name and TIN of common parent:  
Name \_\_\_\_\_  
TIN \_\_\_\_\_

3. All offerors are required to submit the information required in order to comply with reporting requirements of 26 U.S.C. 6041, 6041A, and 6050M and implementing regulations issued by the Internal Revenue Service (IRS). If the resulting contract is subject to the reporting requirements described in FAR at 48 C.F.R. ' 4.903, the failure or refusal by the offeror to furnish the information may result in a 20 percent reduction of payments otherwise due under the contract.

4. Definitions - "Common parent," as used in this section, means that corporate entity that owns or controls an affiliated group of corporations that files its Federal income tax returns on a consolidated basis, and of which the offeror is a member. "Taxpayer Identification Number "TIN," as used in this section, means the number required by the IRS to be used by the offeror in reporting income tax and other returns.

**SEND SIGNED COPY IN ACCORDANCE WITH DIRECTIVES IN THE INVITATION.**

**VENDOR NAME AND ADDRESS INFORMATION**

**PART 1 - VENDOR ADDRESS**

Name			Agent Name (if applicable)		
Address			Address		
City	ST	ZIP	City	ST	ZIP
Contact	Phone		Contact	Phone	
	Fax			Fax	

**PART II B PLANT ADDRESS**

Name		
Address		
City		
County		
Contact		
Phone		
Fax		

**PART III - SHIPPING POINT ADDRESS**

Name		
Address		
City	ST	ZIP
Railroad Serving*-		
Reciprocal Switching YES NO		
*If no rail service, please provide the following information for closest rail site to your shipping point:		
Railroad Site Address:		
City	ST	ZIP
Railroad Serving above address -		
Reciprocal Switching YES NO		

**PART IV - VENDOR NOTICE TO DELIVER**

Name		
Address		
City		
Attention :		

**VENDOR PAYMENT \***

1. Vendor <input type="checkbox"/> Plant <input type="checkbox"/> Other <input type="checkbox"/>		
If Other		
Name		
Address		
City	ST	ZIP
* If payment is handled by electronic transfer (ACH), identify mailing address for disbursement statement		

2. EXISTING VENDORS: Changes for payment must be in writing, on company letterhead, and submitted to the Contracting Officer.

3. All information must be completed in full or your bid will be considered NON-RESPONSIVE and will not be considered in the analysis.

**IF USING MULTIPLE PLANTS AND SHIPPING POINTS, PLEASE COMPLETE A SEPARATE SHEET FOR EACH.**