



STATE OF ARKANSAS
OFFICE OF STATE PROCUREMENT
1509 West 7th Street, Room 300
Little Rock, Arkansas 72201-4222

INVITATION FOR BID
BID SOLICITATION DOCUMENT

SOLICITATION INFORMATION			
Bid Number:	SP-20-0106	Solicitation Issued:	6/15/2020
Description:	Livestock Feed Bags		
Agency:	Arkansas Department of Correction		

SUBMISSION DEADLINE			
Bid Opening Date:	6/25/2020	Bid Opening Time:	2:00 p.m., Central Time
Sealed bids must be delivered to the Office of State Procurement before the bid opening time and on or before the bid opening date. Sealed bids are opened contemporaneously at the bid opening time. Late bids shall be rejected as untimely. See section 1.2 for information regarding Live Bid Openings.			

DELIVERY OF RESPONSE DOCUMENTS	
Delivery Address and Bid Opening Location:	Office of State Procurement 1509 West 7 th Street, Room 300 Little Rock, AR 72201-4222 Delivery providers, USPS, UPS, and FedEx deliver mail to OSP's street address on a schedule determined by each individual provider. These providers will deliver to OSP based solely on the street address. Prospective Contractors assume all risk for timely, properly submitted deliveries.
Bid's Outer Packaging:	Seal outer packaging and properly mark with the following information. If outer packaging of bid submission is not properly marked, the package may be opened for bid identification purposes. <ul style="list-style-type: none">• Bid number• Date and time of bid opening• Prospective Contractor's name and return address

OFFICE OF STATE PROCUREMENT CONTACT INFORMATION			
OSP Buyer:	John Leverett	Buyer's Direct Phone Number:	501-683-2222
Email Address:	john.leverett@dfa.arkansas.gov	OSP's Main Number:	501-324-9316
OSP Website:	http://www.dfa.arkansas.gov/offices/procurement/Pages/default.aspx		

SECTION 1 – REQUIREMENTS

- **Do not** provide responses to items in this section unless specifically and expressly required.

1.1 INTRODUCTION

This Invitation for Bid (IFB) is issued by the Office of State Procurement (OSP) for the Arkansas Department of Correction (ADC) to obtain pricing and a contract for Livestock Feed Bags.

The State is strictly providing estimated quantities in this IFB and on the *Official Solicitation Price Sheet* as a courtesy to Prospective Contractors and are provided in good faith. Prospective Contractors **shall not** interpret any estimated quantities provided to be a guarantee of actual contract volume existing during the aggregate term of a resulting contract. Actual contract volume may vary according to the State's needs during the contract term(s).

1.2 LIVE BID OPENING

See instructions below to view the bid opening online.

Zoom Meeting Link: <https://zoom.us/j/98282858045?pwd=QXpEQTE2aEJHdDV6T1VNc0RIK2Ztdz09>

Meeting ID: 982 8285 8045

Meeting Password: 955020

Dial-In Information: 877 853 5257 US Toll-free
888 475 4499 US Toll-free

1.3 CLARIFICATION OF BID SOLICITATION

- A. The Prospective Contractor should notify the OSP buyer of any term, condition, etc., that precludes the Prospective Contractor from submitting a compliant, responsive proposal. Prospective Contractors should note that it is the responsibility of the Prospective Contractor to seek resolution of all such issues, including those relating to the terms and conditions of the contract, prior to the submission of a bid.
- B. Prospective Contractors may contact the OSP buyer with non-substantive questions at any time prior to the bid opening.
- C. An oral statement by OSP will not be part of any contract resulting from this solicitation and may not reasonably be relied on by any Prospective Contractor as an aid to interpretation unless it is reduced to writing and expressly adopted by OSP.

1.4 DEFINITION OF TERMS

Unless otherwise defined herein, all terms defined in Arkansas Procurement Law and used herein have the same definitions herein as specified therein.

"Prospective Contractor" means a responsible bidder who submits a responsive bid in response to this solicitation.

The terms "Invitation For Bid", "IFB," "Bid Solicitation," and "Solicitation" are used synonymously in this document.

"Responsive bid" means a bid submitted in response to this solicitation that conforms in all material respects to this IFB.

"Bid Submission Requirement" means a task a Prospective Contractor **must** complete when submitting a bid response. These requirements will be distinguished by using the term "**shall**" or "**must**" in the requirement.

“Requirement” means a specification that a Contractor’s commodity **must** and/or service **shall** meet or exceed in the performance of its contractual duties under any contract awarded as a result of this IFB. These specifications will be distinguished by using the terms “shall” or “must” in the requirement.

“State” means the State of Arkansas. When the term “State” is used herein to reference any obligation of the State under a contract that results from this solicitation, that obligation is limited to the State Department using such a contract.

“ppm” means Parts Per Million.

“IU/lb” means International Units Per Pound.

“IGR” means Insect Growth Regulator.

“CTC” means Chlortetracycline.

“g/ton” means Grams Per Ton.

“mg/lb” means Milligrams Per Pound.

“KIU/lb” means One Thousand International Units Per Pound.

“FTU/lb” means Phytase Activity Units Per Pound.

“BEEF MAG P MINERAL AU4800” means High Magnesium Mineral.

1.5 PROSPECTIVE CONTRACTOR QUALIFICATIONS

- A. The Prospective Contractor **shall** have provided items, in a timely manner and similar to the volume of items listed in 1-15 in this IFB, to previous or current clients equivalent in terms of size and operation as ADC.
- B. At the time of bid submission, the Prospective Contractor **shall** have in place all facilities, staff, and other operations necessary for providing items 1-15 listed in this IFB to the ADC as required by this IFB.
- C. The Prospective Contractor **shall** have a supply of items 1-15 listed in this IFB adequate to fulfill ADC’s estimated ordering quantities and frequencies, as specified in this IFB, ready and available for immediate delivery upon each purchase order issuance.

1.6 SPECIFICATIONS

- A. At a minimum, the Livestock Feed Bags **must** include all of following components or component equivalents approved by the Arkansas Department of Correction:

1. ITEM (1) BEEF MINERAL-50 LB BAGS

All Season Mineral:

- a. Product with 100% rumen bypass sources of copper, zinc,
- b. Highly soluble source of magnesium >95%
- c. Highly soluble source of cobalt
- d. Cobalt inclusion of 150 ppm or greater
- e. Phosphorus inclusion of 4% or greater

- f. Copper inclusion of 1,200 ppm or greater
- g. Zinc inclusion of 4,200 ppm or greater
- h. Manganese inclusion of 3,600 ppm or greater
- i. Iodine inclusion of 200 ppm or greater
- j. Selenium inclusion of 25 ppm
- k. Vitamin A inclusion of 200,000 IU/lb or greater
- l. Vitamin D inclusion of 5,000 IU/lb or greater
- m. Vitamin E inclusion of 100 IU/lb or greater

2. ITEM (2) BEEF IGR MINERAL AU4800-50 LB BAGS-MEDICATED

All Season Mineral:

- a. Product with 100% rumen bypass sources of copper, zinc,
- b. Highly soluble source of magnesium >95%
- c. Highly soluble source of cobalt
- d. Cobalt inclusion of 150 ppm or greater
- e. Phosphorus inclusion of 4% or greater
- f. Copper inclusion of 1,200 ppm or greater
- g. Zinc inclusion of 4,200 ppm or greater
- h. Manganese inclusion of 3,600 ppm or greater
- i. Iodine inclusion of 200 ppm or greater
- j. Selenium inclusion of 25 ppm
- k. Vitamin A inclusion of 200,000 IU/lb or greater
- l. Vitamin D inclusion of 5,000 IU/lb or greater
- m. Vitamin E inclusion of 100 IU/lb or greater
- n. Available with 5600 CTC and/or IGR at 0.014%

3. ITEM (3) BEEF MAG P MINERAL AU4800 MEDICATED-50 LB BAG

Hi Mag Mineral:

- a. High magnesium inclusion 10% or greater
- b. Product with 100% rumen bypass sources of copper, zinc
- c. Highly soluble source of magnesium >93%
- d. Highly soluble source of cobalt
- e. Cobalt inclusion of 90 ppm or greater
- f. Phosphorus inclusion of 4% or greater
- g. Copper inclusion of 1,200 ppm or greater
- h. Zinc inclusion of 4,200 ppm or greater
- i. Manganese inclusion of 3,600 ppm or greater
- j. Iodine inclusion of 200 ppm or greater
- k. Selenium inclusion of 25 ppm
- l. Vitamin A inclusion of 100,000 IU/lb or greater
- m. Vitamin D inclusion of 2,500 IU/lb or greater
- n. Vitamin E inclusion of 100 IU/lb or greater
- o. Medicated option available with 5600 ctc

4. ITEM (4) BEEF MAG MINERAL-50 LB BAG

Hi Mag Mineral:

- a. High magnesium inclusion 10% or greater

- b. Product with 100% rumen bypass sources of copper, zinc
- c. Highly soluble source of magnesium >93%
- d. Highly soluble source of cobalt
- e. Cobalt inclusion of 90 ppm or greater
- f. Phosphorus inclusion of 4% or greater
- g. Copper inclusion of 1,200 ppm or greater
- h. Zinc inclusion of 4,200 ppm or greater
- i. Manganese inclusion of 3,600 ppm or greater
- j. Iodine inclusion of 200 ppm or greater
- k. Selenium inclusion of 25 ppm
- l. Vitamin A inclusion of 100,000 IU/lb or greater
- m. Vitamin D inclusion of 2,500 IU/lb or greater
- n. Vitamin E inclusion of 100 IU/lb or greater
- o. Medicated option available with 5600 ctc

5. ITEM (5) MEDICATED DAIRY MILK REPLACER-50 LB BAG

Milk Replacer:

- a. Medicated with Lasalocid at rate of 72.6 g/ton for control of coccidiosis
- b. Crude protein not less than 25%
- c. Crude Fat not less than 20%
- d. Calcium not less than 0.75%
- e. Phosphorus not less than 0.70%
- f. Vitamin A inclusion of 30,000 IU/lb or greater
- g. Vitamin D not less than 10,000 IU/lb
- h. Vitamin E not less than 200 IU/lb
- i. Containing iron amino acid complex
- j. Containing manganese methionine complex
- k. Containing zinc methionine complex
- l. Containing selenium yeast

6. ITEM (6) MEDICATED DAIRY MILK REPLACER WITH FLY CONTROL-50LB BAG

Milk Replacer:

- a. Medicated with Lasalocid at rate of 72.6 g/ton for control of coccidiosis
- b. Crude protein not less than 25%
- c. Crude Fat not less than 20%
- d. Calcium not less than 0.75%
- e. Phosphorus not less than 0.70%
- f. Vitamin A inclusion of 30,000 IU/lb or greater
- g. Vitamin D not less than 10,000 IU/lb
- h. Vitamin E not less than 200 IU/lb
- i. Containing iron amino acid complex
- j. Containing manganese methionine complex
- k. Containing zinc methionine complex
- l. Containing selenium yeast
- m. Available with Diflubenzuron at 10.9 g/ton for fly control

7. ITEM (7) MEDICATED DAIRY CALF STARTER-TEXTURED-50 LB BAG

Calf starter:

- a. Medicated with Decoquinate at rate of 22.7 mg/lb for control of coccidiosis
- b. Crude protein not less than 20%
- c. Crude Fat not less than 3.60%
- d. Crude Fiber no more than 6%
- e. ADF no less than 8%
- f. Calcium not less than 0.5% no more than 1%
- g. Phosphorus not less than 0.45%
- h. Selenium not less than .3 ppm
- i. Vitamin A inclusion of 6,500 IU/lb or greater
- j. Vitamin D not less than 1,500 IU/lb
- k. Vitamin E not less than 60 IU/lb

8. ITEM (8) DAIRY LACTATOR-50 LB BAG

Dairy Lactation Mineral:

- a. Rumen bypass zinc, manganese, copper
- b. Yeast
- c. Toxin binder
- d. Calcium not more than 18% not less than 17%
- e. Phosphorus not less than 2%
- f. Magnesium not less than 3.5% not more than 4%
- g. Potassium not less than 3% not more than 3.5%
- h. Salt not more than 16%
- i. Cobalt not less than 5 ppm not more than 10 ppm
- j. Copper not less than 225 ppm not more than 550 ppm
- k. Iodine not less than 28 ppm not more than 35 ppm
- l. Manganese not less than 2,100 ppm not more than 2,150 ppm
- m. Selenium not less than 9.3 ppm
- n. Zinc not less than 2,100 ppm
- o. Vitamin A not less than 140 KUI/lb
- p. Vitamin D not less than 30 KIU/lb
- q. Vitamin E not less than 350 IU/lb

9. ITEM (9) EQUINE MINERAL TUB, 200 LB, APPROXIMATELY 36 QUANTITY

Equine Balancer:

- a. Complexed zinc, manganese, copper, and cobalt
- b. Direct fed microbials
- c. Prospanse yeast
- d. Crude protein not less than 33%
- e. Lysine not less than 2.1%
- f. Crude Fat not less than 2%
- g. Crude Fiber no more than 6%
- h. ADF no more than 7%
- i. Calcium not less than 3.5% no more than 4.5%
- j. Phosphorus not less than 2%
- k. Selenium not less than 5 ppm
- l. Vitamin A inclusion of 55,000 IU/lb or greater
- m. Vitamin D not less than 5,200 IU/lb
- n. Vitamin E not less than 500 IU/lb
- o. Biotin not less than 15 mg/lb

- p. Starch max 3%
- q. Sugar max 9%

10. ITEM (10) EQUINE BLOCK MINERAL, 33 LB, APPROXIMATELY 30 QTY

Equine Mineral Block:

- a. Calcium not less than 15.2% no more than 18.2%
- b. Phosphorus not less than 8%
- c. Selenium not less than 30 ppm
- d. Zinc not less than 11,500
- e. Vitamin A inclusion of 300,000 IU/lb or greater
- f. Vitamin D not less than 30,000 IU/lb
- g. Vitamin E not less than 50 IU/lb
- h. Biotin not less than 3,000 IU/lb

11. ITEM (11) EQUINE BALANCER 50 LB BAG, APPROXIMATELY 80 QTY

Equine Balancer:

- a. Complexed zinc, manganese, copper, and cobalt
- b. Direct fed microbials
- c. Prospan yeast
- d. Crude protein not less than 33%
- e. Lysine not less than 2.1%
- f. Crude Fat not less than 2%
- g. Crude Fiber no more than 6%
- h. ADF no more than 7%
- i. Calcium not less than 3.5% no more than 4.5%
- j. Phosphorus not less than 2%
- k. Selenium not less than 5 ppm
- l. Vitamin A inclusion of 55,000 IU/lb or greater
- m. Vitamin D not less than 5,200 IU/lb
- n. Vitamin E not less than 500 IU/lb
- o. Biotin not less than 15 mg/lb
- p. Starch max 3%
- q. Sugar max 9%

12. ITEM (12) CALCIUM CARBONATE 50 LB BAG, APPROXIMATELY 3000 QTY

13. ITEM (13) OYSTER SHELLS 50 LB BAG, APPROXIMATELY 1000 QTY

14. ITEM (14) POULTRY LAYER BASE 50 LB BAG, APPROXIMATELY 1800 QTY

Layer Base:

- a. Axtra Phytase
- b. Calcium not less than 19% not more than 20%
- c. Phosphorus not less than 7.6%
- d. Salt not more than 11.5% not less than 11%
- e. Copper not less than 360 ppm
- f. Selenium not less than 8 ppm
- g. Zinc not less than 2,589 ppm

- h. Vitamin A not less than 147 KIU/lb
- i. Methionine not less than 3.6%
- j. Phytase not less than 9,080 FTU/lb

15. ITEM (15) POULTRY PULLETT PRE-MIX

Pullet Base:

- a. Axtra Phytase
- b. Calcium not less than 18% not more than 19%
- c. Phosphorus not less than 8.2%
- d. Salt not more than 16%
- e. Copper not mess than 140 ppm
- f. Selenium not less than 12 ppm
- g. Zinc not less than 1,440 ppm
- h. Vitamin A not less than 200 KIU/lb
- i. Methionine not less than 3.6%
- j. Phytase not less than 9,080 FTU/lb

1.7 DELIVERY: FOB DESTINATION

ADC/CUMMINS
FARM OPERATION
HWY. 388
GRADY, AR 71644

- A. **The agency requests delivery within 7 calendar days after ordering.** If this delivery date cannot be met, the Prospective Contractor **must** state the alternate number of days required to begin the service and/or place the commodity in the ordering agency's designated location. (See Alternate Delivery area in Bid Response Packet - Official Bid Price Sheet.) Failure to state the alternate delivery time obligates the Contractor to complete delivery by the agency's requested date. Extended delivery dates may be considered when in the best interest of the State.
- B. All deliveries **must** be made during normal state work hours and within the agreed upon number of days unless otherwise arranged and coordinated with the agency. The Contractor **shall** give the agency immediate notice of any anticipated delays or plant shutdowns that will affect the delivery requirement.
- C. Loss or damage that occurs during shipping, prior to the order being received by the agency, is the Contractor's responsibility. All orders should be properly packaged to prevent damage during shipping.
- D. The State assumes no liability for commodities produced, processed or shipped in excess of the amount specified on the agency's purchase order.

1.8 ACCEPTANCE STANDARDS

Inspection and acceptance/rejection of product(s) will be made within thirty (30) days of receipt. The State has the option to return any product(s) within the thirty (30) day timeframe for any reason. Bid **must** include a "total satisfaction" return policy for all products and **must not** impose any liability on the State for such returns.

SECTION 2 – GENERAL INSTRUCTIONS AND INFORMATION

- **Do not** provide responses to items in this section unless specifically and expressly required.

2.1 ISSUING AGENCY

OSP, as the issuing office, is the sole point of contact regarding the IFB throughout this solicitation process.

2.2 TYPE OF CONTRACT

- A. As a result of this IFB, OSP intends to award a contract to a single Contractor.
- B. The anticipated starting date for any resulting contract is immediately upon award except that the actual contract start date may be adjusted unilaterally by the State for up to three calendar months. By submitting a signed bid in response to the IFB, the Prospective Contractor represents and warrants that it will honor its bid as being held open as irrevocable for this period.
- C. The initial term of a resulting contract will be for one (1) year. Upon mutual agreement by the Contractor and agency, the contract may be renewed by OSP for up to six (6) additional one-year terms or portions thereof, not to exceed a total aggregate contract term of seven (7) consecutive years.

2.3 CONTRACTOR SELECTION

As a result of this IFB, OSP intends to award, on an ALL OR NONE basis, a Term contract to the Contractor with the lowest Grand Total for all bid items on this IFB. The initial term of a resulting contract will be for one (1) year. Upon mutual-agreement by the Contractor and agency, the contract may be renewed by OSP for up to six (6) additional one-year terms or portions thereof, not to exceed a total aggregate contract term of seven (7) consecutive years.

2.4 RESPONSE DOCUMENTS

A. *Bid Response Packet*

1. The following are Bid Submission Requirements and **must** be submitted in the original *Bid Response Packet*.
 - a. Original signed *Bid Signature Page*. (See *Bid Response Packet*.)
 - i. A signed Bid Signature Page included in the *Bid Response Packet*. The signature must be that of a person authorized to contractually bind the Prospective Contractor.
 - ii. *Bid Response Packet*, which **must** be in the English language.
 - b. One (1) original copy of the *Official Bid Price Sheet*. Pricing **must** be proposed in U.S. dollars and cents.
2. The following items should be submitted in the original *Bid Response Packet*, preferably on a flash drive and in PDF format.
 - a. One (1) copy of the *Official Bid Price Sheet*,
 - b. EO 98-04 Disclosure Form.
 - c. Copy of Prospective Contractor's *Equal Opportunity Policy*.

d. Proposed Subcontractors Form.

3. **DO NOT** include any other documents or ancillary information, such as a cover letter or promotional/marketing information.

2.5 ACCEPTANCE OF REQUIREMENTS

- A. Unless a Prospective Contractor expressly and conspicuously identifies any exception or exceptions to any of the Requirements in the Specifications Section(s) of this IFB by listing them on an exceptions page (See Bid Response Packet), Prospective Contractor understands its submission of a bid to represent that its bid meets all such Requirements.
- B. A Prospective Contractor's bid may be rejected if the Prospective Contractor takes exceptions to any Requirements in the Specifications Section(s) of this IFB.

2.6 ADDITIONAL TERMS AND CONDITIONS

- A. Any special terms and conditions included in this solicitation shall override the Bid Solicitation Terms and Conditions located on the OSP website here:
<https://www.dfa.arkansas.gov/procurement/procurement-forms-and-reporting/>. To view, scroll
- B. Unless a Prospective Contractor expressly and conspicuously identifies any exception or exceptions to any of the terms in the Standard Commodities Contract Template or the Standard Services Contract Template, Prospective Contractor agrees and will adhere to all terms if selected as the successful Contractor. Items identified as non-negotiable may only be modified if the legal requirement is satisfied and approved by the State. The Standard Contract can be viewed on the OSP website here: <https://www.dfa.arkansas.gov/procurement/procurement-forms-and-reporting/> .