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Request for Proposal (RFP): Student Nutrition Services

Issued by: SciTech Academy
RFP Issue Date: May 1, 2024

RFP Reference Number: [STA2025/NUT](#)

1. Introduction

SciTech Academy is seeking proposals from qualified vendors to manage and operate school nutrition programs that provide healthy, nutritious, and appealing meal options to our students population with respect pork free or (Halal or Kosher meal) for the academic year 2025. Our goal is to enhance student health and learning while maintaining compliance with state and federal nutrition standards.

2. Scope of Services

The selected vendor will be responsible for:

Designing menus that meet or exceed USDA Child nutrition program standards.

Providing breakfast, lunch, and optional after-school snacks.

Sourcing and procuring food items, ensuring a preference for local and sustainable products.

- ❖ Managing all aspects of food preparation, safety, and services.
- ❖ Training and managing cafeteria staff.

3. Proposal Requirements

Proposals must include:

- ❖ Detailed company profile and evidence of experience in managing school nutrition programs.
- ❖ Proposed menu samples and nutritional information.
- ❖ Pricing structure including meal costs and any additional fees.
- ❖ Staff training and management plan.
- ❖ Sustainability initiatives and practices.
- ❖ References from previous clients, preferably.

4. Evaluation Criteria

Proposals will be evaluated based on:

1. Compliance with nutritional and safety standards.
2. Quality and variety of meal options.
3. Cost-effectiveness.
4. Vendor experience and reliability.
5. Sustainability practices.



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5. Proposal Submission

Submission Deadline: Jun 10, 2024

Format: Electronic copies in PDF format.

Submission Email: aabdulle@scitechacademy.org

6. Terms and Conditions

The contract will be awarded for a one-year term with the option to renew annually based on performance.

SciTech Academy reserves the right to reject any or all proposals or to waive any minor irregularities in a proposal.

All costs incurred in the preparation of the proposal are to be borne by the bidder.

7. Contact Information

For further information or questions, please contact:

Abdi Abdulle

Director of SciTech Academy

612-886-5083

aabdulle@scitechacademymn.org

8. RFP Timeline

RFP Issued: May 1, 2024

Pre-bid Meeting: May 30, 2024

Proposal Submission Deadline: Jun 10, 2024

Anticipated Decision Date: Jun 30, 2024

This draft is structured to attract qualified vendors capable of meeting the nutritional needs of SciTech Academy's diverse student body while ensuring compliance with relevant regulations. Adjust the specific details as necessary to align with the school's objectives and logistical requirements.