

STATE OF NEW HAMPSHIRE
BUREAU OF PURCHASE AND PROPERTY
STATE HOUSE ANNEX - ROOM 102
25 CAPITOL ST
CONCORD NH 03301-6398

DATE: 7/1/2015
CONTRACT #: 8001780
CONTRACT FOR: Interstate Gourmet Coffee Roasters, Inc.
NIGP CODE: 393-4100
CONTRACTOR: Ground Roasted Coffee and Tea VENDOR CODE #: 161674 B001

SUBMITTED FOR ACCEPTANCE BY:

Karen Dorsett
KAREN DORSETT, PURCHASING AGENT
BUREAU OF PURCHASE AND PROPERTY

DATE 5/19/15

RECOMMENDED FOR ACCEPTANCE BY:

Robert Stowell
ROBERT STOWELL, ADMINISTRATOR
BUREAU OF PURCHASE AND PROPERTY

DATE 5/21/15

ENDORSED FOR ACCEPTANCE BY:

Lisa M. Pollard
LISA M. POLLARD, DIRECTOR
PROCUREMENT & SUPPORT SERVICES

DATE 5-22-15

ACCEPTED FOR THE STATE OF NEW HAMPSHIRE UNDER THE AUTHORITY GRANTED TO ME BY NEW HAMPSHIRE REVISED STATUTES, ANNOTATED 21-I:14, XII.

Vicki S. Quiram
VICKI QUIRAM, COMMISSIONER
DEPARTMENT OF ADMINISTRATIVE SERVICES

DATE 5/27/15

NOTE: This contract is a result of Bid 1752-15 for statewide contract for Ground Roasted Coffee and Tea. The FY14 value of this commodity is \$22,000. If approved, this contract will be in effect from July 1, 2015 through June 30, 2018. This vendor is our current vendor and all agencies involved are very satisfied with their service.

*SAM - Department verified.
Survey completed.*

State of New Hampshire
Division of Procurement and Support Services
Bureau of Purchase and Property
25 Capitol Street, State House Annex
Concord, NH 03301-6398

Date: 5/5/15

Bid No.: 1752-15

Date of Bid Opening: 5/14/15

Time of Bid Opening: 2:00 PM (EST)

YOU MAY EMAIL YOUR BID TO KAREN DORSETT AT: EMAIL PRCHWEB@NH.GOV

BID INVITATION FOR CONTRACT: GROUND ROASTED COFFEE AND TEA

[Insert name of signor] Michael Damer on behalf of Interstate Gourmet Coffee Roasters Inc [insert name of entity submitting bid] (collectively referred to as "Vendor") hereby submits an offer as contained in the written bid submitted herewith ("Bid") to the State of New Hampshire in response to BID # 1752-15 at the price(s) quoted herein in complete accordance with the bid.

Vendor attests to the fact that:

1. The Vendor has reviewed and agreed to be bound by the Bid.
2. The Vendor has not altered any of the language or other provisions contained in the Bid document.
3. The Bid is effective for a period of 180 days from the Bid Opening date as indicated above.
4. The prices Vendor has quoted in the Bid were established without collusion with other vendors.
5. The Vendor has read and fully understands this Bid.
6. Further, in accordance with RSA 21-I:11-c, the undersigned Vendor certifies that neither the Vendor nor any of its subsidiaries, affiliates or principal officers (principal officers refers to individuals with management responsibility for the entity or association):
 - a. Has, within the past 2 years, been convicted of, or pleaded guilty to, a violation of RSA 356:2, RSA 356:4, or any state or federal law or county or municipal ordinance prohibiting specified bidding practices, or involving antitrust violations, which has not been annulled;
 - b. Has been prohibited, either permanently or temporarily, from participating in any public works project pursuant to RSA 638:20;
 - c. Has previously provided false, deceptive, or fraudulent information on a vendor code number application form, or any other document submitted to the state of New Hampshire, which information was not corrected as of the time of the filing a bid, proposal, or quotation;
 - d. Is currently debarred from performing work on any project of the federal government or the government of any state;
 - e. Has, within the past 2 years, failed to cure a default on any contract with the federal government or the government of any state;
 - f. Is presently subject to any order of the department of labor, the department of employment security, or any other state department, agency, board, or commission, finding that the applicant is not in compliance with the requirements of the laws or rules that the department, agency, board, or commission is charged with implementing;
 - g. Is presently subject to any sanction or penalty finally issued by the department of labor, the department of employment security, or any other state department, agency, board, or commission, which sanction or penalty has not been fully discharged or fulfilled;
 - h. Is currently serving a sentence or is subject to a continuing or unfulfilled penalty for any crime or violation noted in this section;
 - i. Has failed or neglected to advise the division of any conviction, plea of guilty, or finding relative to any crime or violation noted in this section, or of any debarment, within 30 days of such conviction, plea, finding, or debarment; or
 - j. Has been placed on the debarred parties list described in RSA 21-I:11-c within the past year.

This document must be signed by a person who is authorized to legally obligate the responding vendor. A signature on this document indicates that all State of New Hampshire terms and conditions are accepted by the responding vendor and that any and all other terms and conditions submitted by the responding vendor are null and void, even if such terms and conditions have terminology to the contrary. The responding vendor shall also be subject to State of New Hampshire terms and conditions as stated on the reverse of the purchase order.

Authorized Signor's Signature [Signature] Authorized Signor's Title President

NOTARY PUBLIC/JUSTICE OF THE PEACE

COUNTY: Bristol STATE: MA ZIP: 02375

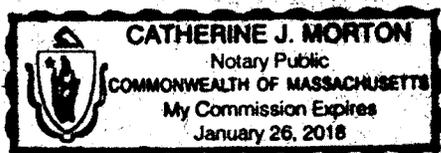
On the 13 day of May, 2015, personally appeared before me, the above named Michael Damer, in his/her capacity as authorized representative of [Signature], known to me or satisfactorily proven, and took oath that the foregoing is true and accurate to the best of his/her knowledge and belief.

In witness thereof, I hereunto set my hand and official seal.

[Signature]
(Notary Public/Justice of the Peace)

My commission expires: 11/26/18 (Date)

Form P31-B



SPECIFICATION COMPLIANCE:

Vendor's offer must meet or exceed the required specifications as written. The State of New Hampshire shall be the sole determining factor of what meets or exceeds the required specifications.

Unless otherwise specified by the Bureau of Purchase and Property in this bid invitation document, all equipment offered by the Vendor must be new; shall not be used, rebuilt, refurbished; shall not have been used as demonstration equipment, and shall not have been placed anywhere for evaluation purposes.

PRODUCT SPECIFICATIONS:

Ground roasted coffee or tea supplied by successful bidder under any resulting contract will consist of a blend suitable for institutional use, having a traditional or all-purpose roast.

EQUIPMENT REQUIRED:

The successful bidder will provide each State of New Hampshire agency/institution delivery location (if they opt to receive the equipment) with one new commercial six-gallon urn or one new commercial drip type (at their option) at no cost to the State of New Hampshire. The equipment will operate on 120V. The equipment shall be delivered to each of the delivery locations and shall be set-up and made operational by the successful bidder. The maintenance and repair of the equipment is the responsibility of the successful bidder, who shall maintain and repair all of this equipment without charge.

MINIMUM ORDERS:

There will be no minimum order whether in item quantity or dollar value associated with any contract resulting from this bid.

OFFER:

Vendor hereby offers to furnish to State of New Hampshire agencies and institutions and to any political sub-division and authorized non-profit organization wishing to participate, in accordance with all of the requirements of this bid invitation at the following prices for the entire contract term and any extension.

Offer Sheet - Ground Roasted Coffee and Tea			
Est. Annual Usage Per Case	Product & Packaging	Delivered Price/Case	Extend Prices
110	Regular Urn Coffee, 24 - 14 ounce bags per case	\$ <u>68.04</u> /Case	\$ <u>7484.40</u> /Case
	Indicate brand/trade name here:	<u>Boston's Best</u>	
	Indicate package here:	<u>14</u> Ounce Bags <u>24</u> Bags per Case	
200	Decaffeinated Urn Coffee, 24 - 13 ounce bags per case	\$ <u>76.44</u> /Case	\$ <u>15328.00</u> case
	Indicate brand/trade name here:	<u>Boston's Best</u>	
	Indicate package here:	<u>13</u> Ounce Bags <u>24</u> Bags per Case	
30	Regular Drip Coffee, 24 - 14 ounce bags per case	\$ <u>68.04</u> /Case	\$ <u>2041.20</u> /Case
	Indicate brand/trade name here:	<u>Boston's Best</u>	
	Indicate package here:	<u>14</u> Ounce Bags <u>24</u> Bags per Case	
115	Regular Drip Coffee, 144 - 1.7 ounce packs per case	\$ <u>52.79</u> /Case	\$ <u>6070.85</u> /Case
	Indicate brand/trade name here:	<u>Boston's Best</u>	
	Indicate package here:	<u>1.7</u> Ounce Bags <u>144</u> Bags per Case	

Interstate Gourmet Coffee Roasters Inc.
43 Norfolk Ave.
S. Easton, MA 02375
(508) 238-8393
Fax (508) 238-6835

30	Decaffeinated Drip Coffee, 144 - 1.7 ounce packs per case	\$ <u>56.46</u> /Case	\$ <u>1693.80</u> /Case
	Indicate brand/trade name here:	<u>Boston's Best</u>	
	Indicate package here:	<u>1.7</u> Ounce Bags <u>144</u> Bags per Case	
40	Regular tea bags, 1000 bags per case	\$ <u>21.00</u> /Case	\$ <u>840.00</u> /Case
	Indicate brand/trade name here:	<u>Boston's Best</u>	
	Indicate package here:	<u>Single</u> Ounce Bags <u>1000</u> Bags per Case <u>same</u>	
45	Decaffeinated tea bags, 500 bags per case	\$ <u>21.00</u> /Case	\$ <u>945.00</u> /Case
	Indicate brand/trade name here:	<u>Bromley</u>	
	Indicate package here:	<u>Single</u> Ounce Bags <u>500</u> Bags per Case	
20	Urn filters, 18" X 6", 3 gallon, 250 per pack	\$ <u>11.00</u> /Case	\$ <u>220.00</u> /Case
	Indicate brand/trade name here:	<u>Bunn</u>	
	Indicate package here:	<u>1-250</u> Packages per Pack <u>Case</u>	
20	Urn filters, 21" X 9", 6 gallon, 250 per pack	\$ <u>13.00</u> /Case	\$ <u>260.00</u> /Case
	Indicate brand/trade name here:	<u>Bunn</u>	
	Indicate package here:	<u>1-250</u> Packages per Pack <u>Case</u>	
10	8 Oz. Drip Coffee filter, 1000 per pack	\$ <u>6.00</u> /Case	\$ <u>0</u> /Case
	Indicate brand/trade name here:	<u>Bunn</u>	
	Indicate package here:	<u>1-1000</u> Packages per Pack <u>Case</u>	
GRAND TOTAL:			\$ <u>34883.25</u> ✓

DELIVERY LOCATIONS:

The following are the current State of New Hampshire agency/institution locations which, if you are awarded a contract, you are expected to service. The State of New Hampshire reserves the right to add locations to this list at the contract prices or to delete locations, as needed. This listing **does not** include any eligible participants.

Location	Address	Estimated Usage/Year
NH State Prison Warehouse	3 McGuire St. Concord, NH 03302	12 cases, Regular Drip Coffee, 24 - 14 oz. bags/case
NH Veterans Home	139 Winter St. Tilton, NH 03276	100 cases, Regular Urn Coffee, 24 - 14 oz. bags/case 96 cases, Decaf. Urn Coffee, 24 - 13 oz. bags/case 24 cases, Regular Tea Bags, 1000 bags/case 24 cases, Decaf. tea bags, 500 bags/case 22 packs, Urn filters, 18" x 6", 3 gallon, 250/pack
Glenclyff Home for the Elderly	High Street Glenclyff, NH 03238	55 cases, Decaf. Urn Coffee, 14 - 13 oz. bags/case
		20 cases, Regular Drip Coffee, 144 - 1.7 oz. packs/case 10 cases, Regular tea bags, 1000 bags/case 20 cases, Decaf. tea bags, 500 bags/case
Interstate Gourmet Coffee Roasters Inc. 43 Norfolk Ave. S. Easton, MA 02375 (508) 238-8393 Fax (508) 238-6835		4 packs, Urn filters, 21" x 9" , 6 gallon, 250/pack

