
MEMORANDUM

**PACIFIC GROVE UNIFIED SCHOOL DISTRICT
FOOD SERVICE DEPARTMENT
435 HILLCREST AVE
PACIFIC GROVE, CA 93950**

DATE: July 26th, 2024
TO: Interested Vendors
FROM: Robert Silveira, School Nutrition Director
RE: Milk Bid for 2024-2025 School Year

Attached is a quote sheet outlining the estimated Milk needs for the Pacific Grove Unified School District Food Service Department for the 2024-2025 school year. The following conditions apply to this request for quotes:

1. The District will select vendors based on the price quoted on individual items. The District reserves the right to reject any quote and to award individual items to separate vendors.
2. Price quoted shall include delivery to a designated site to be named at time of award within the Pacific Grove Unified School District.
3. The bidder shall state the brand name. If none is indicated, it shall be understood that the bidder is quoting on the exact brand name specified in the bid form. The district's decision regarding whether the alternate product meets the specifications and needs of the district shall be final.
4. As required by the Buy American provision, School District shall give preference to United States-grown produce and foods when there is a choice.
5. Pricing will be in effect from July 1, 2024 to June 30, 2025.

Upon agreement with both parties this bid could be extended into the 2025-2026 school year. Yes _____ No _____

**Nutritional information and quotes are to be returned to:
Pacific Grove Unified School District
Food Services
435 Hillcrest Ave
Pacific Grove, CA 93950
or Emailed to Rsilveira@pgusd.org
by August 6th, 2023**

If you have questions regarding this request for bid, please feel free to contact Robert Silveira at 831-646-6521 or rsilveira@pgusd.org

PGUSD 2023-2024

Name of Vendor: _____

Name of Bidder: _____

Signature: _____

Title: _____

Address: _____

Phone Number _____

Date: _____

Below are estimated usages for the year districtwide.

Item	Brand	Pack size	Usage
1% Plain Milk	Clover	8 oz	65,000
0% Chocolate Milk	Clover	8 oz	100,000

Please review the information for the following items. If a different brand or pack size, please include that in the chart.
Please propose prices in yellow

Item	Brand	Pack size	Price Each
1% Plain Milk	Clover	8 oz	\$ _____
0% Chocolate Milk	Clover	8 oz	\$ _____