



STATE OF HAWAII | KA MOKU'ĀINA 'O HAWAII  
**DEPARTMENT OF CORRECTIONS  
AND REHABILITATION**  
*Ka 'Oihana Ho'omalua Kalaima  
a Ho'oponopono Ola*  
1177 Alakea Street  
Honolulu, Hawaii 96813

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and  
Programs

No. \_\_\_\_\_

**INVITATION FOR BID**  
**Solicitation No.**  
**B25000477**

September 11, 2024

Notice is hereby given that pursuant to Chapter 102D, Hawaii Revised Statutes (HRS), The State of Hawaii, Department of Corrections and Rehabilitation, Food Service Unit (DCR-FSU) will be requesting quotes to provide following products or services:

**CATERED MEALS for the Maui Community Correctional Center  
(MCCC) Food Service.**

In accordance with the instructions, terms and conditions, and requirements/specifications contained in this solicitation.

**I. INTRODUCTION**

DCR-FSU is requesting quotes for the short term provision of prepared lunch and dinner meals to feed the population of inmates and staff during construction and repairs of MCCC's kitchen. The term shall start upon commencement of the construction project (date - TBA) and shall last no longer than a period of SEVEN (7) days.

**II. OBJECTIVE**

The objective of this RFQ is to result in a contract between ONE (1) successful bidder and DCR-FSU that will meet the following objectives:

- To prepare and deliver bulk meals following the attached menu (**Attachment B**) for the lunch and dinner periods, delivered to the MCCC Food Service Unit, located at:  
  
600 Waiale Drive  
Wailuku, HI 96793
- Due to the uncertainty of the construction schedule, the caterer must be able to begin with at least SEVEN (7) days advanced notice (date – TBA).

- To prepare the menu and quantities of food listed in **Attachment B**.
- To deliver the prepared meals in covered, disposable aluminum pans. No plates, serving, and eating utensils are required for this contract.
- To store and deliver the meals at the proper food holding temperature(s).
- To deliver the Lunch meals to the MCCC Food Service Unit no later than 0900 (9:00am) daily for a period of SEVEN (7) days.
- To deliver the Dinner meals to the MCCC Food Service Unit no later than 1430 (2:30pm) daily for a period of SEVEN (7) days.
- Bidder must download **Attachment B**, enter your quote, “save” and attach to your offer. Failure to do so will result in disqualification of bid.

### III. **AWARD**

- If all criteria mentioned above are met, award will be determined by lowest, most responsive, responsible offer.
- Bidders must be compliant on the Hawaii Compliance Express (HCE) at the time of the award.
- Bidder shall have the required Hawaii State Department of Health green health certification (“Green Placard”) and applicable building, safety, and sanitation permits for the facilities it utilizes to prepare meals to ensure all state health and sanitation requirements are met at all times.
- All personnel assigned to deliver for this contract are required to complete and submit the following forms for approval prior to first delivery of goods:
  - ❖ PSD Form 8320 Vendor Background Check Application
  - ❖ Notice of Consent to Search

**Submit your offer electronically, on the HlePRO website by:**

**Tuesday, September 24, 2024 2:00 PM (HST).**

Award will be made to the lowest, responsive, responsible offer. The offeror must be HCE compliant at the time of award and for final payment to be made. For information on the HCE, please refer to the website at [vendors.ehawaii.gov/hce](https://vendors.ehawaii.gov/hce)

**The date of the award will be posted on:**

**Friday, September 27, 2024 at 12:00 PM (HST).**

**OTHER CONDITIONS:**

Offers must include all applicable taxes and fees for bid to be valid.

HiePRO may charge a transaction fee that the awarded bidder shall be responsible for paying.