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## Policy 6480 PURCHASE OF FOOD SUPPLIES

The Board of Education authorizes the purchase of certain food supplies without resort to advertising for bids.

For the purpose of this policy, "food supplies" means only those supplies that are to be eaten or drunk and those substances that may enter into the composition of a food in the operation of a school cafeteria or in a home economics class; "nonperishable food supplies" means all canned, packaged, jellied, dried, smoked and otherwise preserved food; and "perishable food" means all fresh and frozen food.

The Food Services Director is authorized to purchase perishable and nonperishable food supplies.

The Food Services Director shall obtain price quotations for nonperishable food at regular intervals while school is in session and for perishable food at regular intervals while school is in session. Uniform specifications setting standards of quality shall be given to each interested vendor. Opportunity shall be provided to as many responsible suppliers as possible to do business with the district. Lists of potential suppliers for various types of foods shall be maintained, and quotations shall be solicited by advertisement in the newspapers designated by the Board for notice of its meetings.

Food shall be purchased from the vendor who submits the lowest quotation, except that food may be purchased from another vendor when the Food Services Director has reason to justify the purchase at a higher price. Any such justification, together with all quotations received, shall be kept in permanent record form, attached to the purchase order and available to school officials, the Board, and the State Department of Education for a minimum of three years following the purchase. The Board shall offer a hearing to any unsuccessful vendor whose quotation for food supplies was lower than the quotation accepted.

N.J.S.A. 18A:18A-5, 18A-6

N.J.A.C. 6:20-2.6

Adopted: 11 June 1997