



Saint Regis Mohawk Tribe

71 Margaret Terrance Memorial Way
Akwasasne, New York 13655

RFQ 26-012

NOTICE TO BIDDERS

The Saint Regis Mohawk Tribe (SRMT) hereby requests bids from qualified vendors to provide a one-time bulk food order to be delivered to the Saint Regis Mohawk Tribe. The selected vendor(s) shall furnish and deliver the requested food items in accordance with the specifications and requirements outlined in this solicitation.

Bids will be received at the Saint Regis Mohawk Tribe, Finance Department, 71 Margaret Terrance Memorial Way, Akwasasne, New York, 13655, until **October, 12, 2026, at 3:00 PM EST**. Bids can be submitted via email to procurement@srmt-nsn.gov. Proof of insurance for trucks that will be delivered must be included with the bid. Prices are to be valid until December 31, 2026.

By order of:
Saint Regis Mohawk Tribe
71 Margaret Terrance Memorial Way
Akwasasne, NY 13655

Date: September 11, 2026

Signed: Ashley Brown, Procurement Manager

Name of Bidder: _____

Address of Bidder: _____

Telephone Number: _____ Date: _____

Contact Person: _____

Signature: _____

*My signature certifies that the bid as submitted complies with all Terms and Conditions as outlined in RFQ 26-012. My signature also certifies that the accompanying bid is not the result of, or affected by, any unlawful act of collusion with another person or company engaged in the same line of business or commerce.



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INSTRUCTIONS FOR BIDDERS

Bidders must legibly complete, sign, and return the SRMT **Notice to Bidders** and **Pricing Table** along with any company bid documents to be considered.

Bids can be submitted by hand, electronically, or by facsimile. Bids can be emailed to procurement@srmt-nsn.gov with **ATTN: Procurement**. Bids can be mailed to the SRMT with **ATTN: Procurement**. If mailed, bids must be contained in an envelope and clearly state the bidder's name, address, and **RFQ 26-012** on the face thereof.

Bids can be submitted via facsimile to (518) 333-0410, the cover page should clearly state the bidder's name, address, and **RFQ 26-012**. Submittal of a quote by facsimile shall be interpreted to mean the bidder understands and agrees that the SRMT will consider only those portions of the quote received by the date due and/or time specified herein.

The SRMT will not be held responsible for any delays in mail, common carriers, or transmission errors. Bidders are solely responsible for ensuring their bid package is received by the SRMT by the bid deadline date.

Unless specifically provided to the contrary, all material and equipment shall be new and unused and of the current production year. Bids that are received for other than the current production year or for items and materials that had been previously used will be rejected.

Bidders' prices shall remain firm for a one-year period. The successful awarded bidder shall hold firm the prices of the quote for the duration of the project named. Pending final results received, bids may be awarded to more than one supplier.

All information, prices, notations, signatures, and corrections must be in ink or typewritten. Mistakes may be crossed out and corrections typed or printed adjacent to the mistake and initialed in ink by the person signing the quote.

All bids shall comply with current Federal, State, Tribal and other laws relative thereto. Bidder agrees that any item(s) offered comply with all applicable Federal and the State Occupational Safety and Health Act, laws, standards and regulations, including Tribal, and that bidder will indemnify and hold the buyer harmless for any failure to so conform.

Should the successful bidder fail to comply with the conditions of this bid package or fail to complete the required work or furnish the required materials within the time stipulated, the SRMT reserves the right to purchase the materials in open market, or to complete the required work, at the expense of the successful bidder.



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Should any questions arise as to the specifications or any other matters pertinent to said bid, they **must be submitted in writing** either by fax or to the above email on or before the end of business day of October 1, 2026 by 3 PM EST. Any questions received after the bid deadline will not be addressed.

The SRMT shall to the greatest extent feasible provide preference to Indian organizations in conjunction with the SRMT Procurement Policy, TCR# 2021-37, as well as Women Business Enterprises Veteran with Disabilities Business Enterprises, and Minority Business Enterprises, and Veterans Business Enterprises. **Such certificates must be included with the completed bid to qualify for preferences.**

Bids will be evaluated based on overall value to the SRMT, including pricing, product quality, product availability, proposed substitutions, and the vendor's ability to meet the required delivery schedule.

The SRMT reserves the right to reject any or all bids or any part thereof, or to accept any bid or any part thereof, or to waive any informalities in any bid, whenever it is deemed to be in the best interest of the SRMT. The SRMT may cancel this solicitation at any time.

The SRMT is not subject to New York State Sales Tax. An Exempt Purchase Certificate will be provided to the successful bidder upon request.



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SCOPE OF WORK

The Saint Regis Mohawk Tribe seeks pricing for the food items listed in the attached pricing table. Vendors shall provide unit pricing, extended pricing, and any applicable delivery charges.

Vendor Requirements:

Vendors must meet the following requirements:

- Be authorized to sell and distribute food products
- Maintain all required licenses and permits
- Comply with all applicable food safety and handling, and transportation regulations
- Deliver products in good condition and within acceptable expiration dates or use-by date

Delivery Requirement:

Delivery Location:

Saint Regis Mohawk Tribe – 71 Margaret Terrance Memorial Way

Delivery Schedule:

The Food Distribution is tentatively scheduled for Saturday, November 7th, 2026. Vendors should review the delivery requirements below and disclose any concerns, limitations, or preferred delivery dates that may impact their ability to meet the schedule.

Dry Goods: All dry and shelf-stable food items shall be delivered on Friday, November 6th, 2026

Frozen and Refrigerated Goods: All frozen and refrigerated food items shall be delivered on Saturday, November 7th, no later than 7:00 a.m.

Vendors shall coordinate delivery times with Program staff before delivery.

Vendors supplying refrigerated or frozen products shall utilize appropriately equipped refrigerated ("reefer") trucks or trailers to maintain product integrity during transportation and, if necessary, while onsite through the completion of distribution activities. Frozen and refrigerated items must be transported and delivered at proper food-safe temperatures.

Any anticipated delivery delays, shortages, or substitutions must be communicated to SRMT immediately.



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SCOPE OF WORK

Product Requirements and Alternate Products:

The Saint Regis Mohawk Tribe recognizes that product availability, inventory levels, seasonal supply conditions, and market pricing may impact a vendor's ability to provide the exact products specified. As such, vendors are encouraged to propose alternate products that offer comparable or greater quality, nutritional value, quantity, or overall value to SRMT.

Vendors may submit alternative brands, package sizes, product varieties, or comparable food items when doing so may:

- Improve product availability.
- Reduce the risk of backorders or delivery delays.
- Provide cost savings to SRMT.
- Offer equal or superior quality and nutritional value.
- Better meet current market conditions.

All proposed alternatives or substitutions must be clearly identified on the bid submission and include:

- Original item specified.
- Proposed alternate item.
- Brand and manufacturer.
- Package size and pack configuration.
- Unit price and extended price.
- Description of any differences from the requested product.

Vendors are encouraged to identify additional product options that may benefit the Food Distribution Giveaway, even if they differ from the item originally requested. SRMT reserves the right to accept the original product, an alternate product, or a combination of products that best serves the needs of the program.

Following award, no substitutions may be made without prior approval from SRMT. Any proposed changes due to product shortages, discontinued items, or inventory constraints must be communicated promptly and approved by SRMT before shipment. Unauthorized substitutions may be rejected and returned at the vendor's expense.



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PRICING TABLE

Vendor Name: _____

Contact Person: _____

Contact Phone: _____

Contact Email: _____

Please provide pricing for the following items. Include any brand information, pack size, and unit pricing that may assist SRMT in the evaluation process.

Item	Description	Preferred Unit of Measure (EA)	Quantity	Unit Price	Extended Price	Vendor Notes
Bacon	Frozen, Sliced	12-16 oz per package	4,400			
Hotdogs	Beef	8-10 per package	3,300			
Canned Chicken		5 oz	4,400			
Canned Tuna		5 oz	4,400			
Chicken	Frozen, Best Available (Open to Breast, Thigh, Mix, Roast)	4 lbs.	1,100			
Ground Beef			11,000			
Ground Pork Sausage			5,500			
Ham Steaks			6,600			
Whole Turkey		10-15 lbs.	1,100			
Apple Sauce	Plastic Jar	48 oz	2,200			
Bread	Pre-Sliced Loaf		2,200			
Bullion	Beef, Chicken, Turkey or Veggie	7.9 oz Jar	2,200			
Butter	Sticks	1 lb. per package	2,200			
Vegetables	Canned, Mixed, Peas, Corn etc.	14.5 oz	4,400			



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Item	Description	Preferred Unit of Measure (EA)	Quantity	Unit Price	Extended Price	Vendor Notes
Cereal	Bagged or Box, Prefer Cheerios and Rice Krispies	15 – 22 oz	2,200			
Condensed Milk	Sweetened, Can	14 Oz	2,200			
Cooking Oil	Vegetable / Canola	1 Gallon	1,100			
Cranberries	Canned, Whole or Jellied	14 oz	2,200			
Egg Beaters		32 oz	4,400			
Fruit Cocktail	No Sugar Added	14.5 oz	4,400			
Jam	Strawberry / Raspberry / Grape	18 oz	2,200			
Ketchup	Squeeze Bottle	32 oz	1,100			
Pasta	Elbow, Box or Bag	1 lb.	4,400			
Pasta	Spaghetti	1 lb.	4,400			
Mayonnaise		15 oz	2,200			
Milk	2%	1 Gallon	1,100			
Mustard	Squeeze	8 oz	1,100			
Oatmeal	Large Tub, Quick Oats	42 oz	2,200			
Peanut Butter	Smooth	16 oz	2,200			
Potatoes		5# or 10#	5# - 2,200 10# - 1,100			
Rice	Bag or Box	5lbs	2,200			
Stuffing Mix	Bag	12 oz	2,200			
Sugar		4lbs	1,100			
Tomato Sauce	Plastic Jar	16 oz	2,200			
Vinegar		1 Gallon	1,100			
Disinfecting Wipes	75+ wipes per container	3 Containers per Pack	1,100			
Dish Soap		28 Fl oz	2,200			
Laundry Soap		150 Fl oz	1,100			
Toilet Paper		4 rolls per pack	2,200			