Ysleta Independent School District
9600 Sims Drive • El Paso, Texas 79925 • 915-434-0285
THEDISTRICT
PURCHASING

Catering Services/Hospitality
218014RFP-Informal

SECTION 3 – Scope of Work / Specifications / Pricing List
(District's description of product/goods and services to purchase.)
(For solicitations advertised under Education Code 44.031.)

1. **Scope of Work**
   - Ysleta Independent School District is requesting proposals for Catering Services. This request for proposal is a firm-fixed discount off menu/website pricing. Discount shall remain firm for the life of the contract, including any extension periods exercised.

   - The district cannot provide definite dates, quantities or menu choices for possible future catering needs. Services will be requested on an as needed basis.

   - Awards will be based on the offeror's submittal meeting the requirements established herein. Awards will be made to multiple vendors on an incremental basis during the offering period. Offeror's are encouraged to submit responses as soon as possible. Responses will be evaluated as they are received and either accepted or rejected by the District. List of approved vendors will be posted on the Purchasing website.

   - Timeline:

	Questions Received	**Responses to Questions Posted**	**Proposals submitted by / Evaluation / Vendor Added to Approved List**
	Tuesday	Thursday	Monday
Initial	5/8/2018	5/10/2018	7/9/2018
Weekly	7/10/2018	7/12/2018	7/16/2018
	7/17/2018	7/19/2018	7/23/2018
	7/24/2018	7/26/2018	7/30/2018
Biweekly	8/7/2018	8/9/2018	8/13/2018
	8/21/2018	8/23/2018	8/27/2018
	9/4/2018	9/6/2018	9/10/2018
	9/18/2018	9/20/2018	9/24/2018
Monthly	10/23/2018	10/25/2018	10/29/2018
	11/13/2018	11/15/2018	11/26/2018
	12/11/2018	12/13/2018	12/17/2018
2019 - on will be processed quarterly			