

## Attachment 3

### Alternative Item Procedure - 2021 Grocery Bid

1. Each vendor may submit line items “as Equal” to the specified items listed on the bid.
2. Complete the Alternative Item Request form, along with supporting information and return it to Mark Fine by e-mail at [MFine@MAPC.org](mailto:MFine@MAPC.org) on or before Friday, March 12, 2021. Based on this information, the group may request samples.
3. If requested, provide samples to Milford, MA High School on or before Wednesday, March 24, 2021 for a group sampling on Thursday, March 25, 2021.
4. A determination on the acceptability of the product will be made by the group and you will be notified as to the group's decision. Approved alternatives will be posted so that all vendors may consider bidding these items.
5. If the Buying Group does not consider the sample to be “Equal”, you will need to bid on the brand specified.