

## **CHILD NUTRITION PURCHASING**

The purchasing of food for all Child Nutrition Programs shall be centralized for the parish so that price quotations may be received through bidding procedures on a parish wide basis.

The Supervisor of Child Nutrition and the Board's Purchasing Agent shall be given such authority to proceed with seeking, opening and awarding bids as is set forth in the Board approved procedures covering the purchase of food.

All federal and state procurement regulations shall be followed when purchasing foods utilized in the Child Nutrition Program. All procurement transactions, whether negotiated or advertised, and without regard to dollar value, shall be conducted in a manner so as to provide maximum open and free competition. All foods should be purchased wholesale at the lowest prices quoted for good quality products or at prices no greater than the wholesale rate for the same item.

Any processed food product used in Child Nutrition Programs that provides part of a meal component and does not have a yield listed in the Food Buying Guide, must have either a Child Nutrition (CN) label or a signed and dated Certified Product Formulation Statement. The CN label or Certified Product Formulation Statement identifies the contribution of a product toward meeting the meal pattern requirements.

All federal and state procurement regulations must be followed when purchasing equipment for the Child Nutrition Program. It is not allowable to use Child Nutrition funds to purchase initial equipment for a Child Nutrition Program.

Current practice codified 1975

Adopted:     date of manual adoption

Revised:     11/18/98