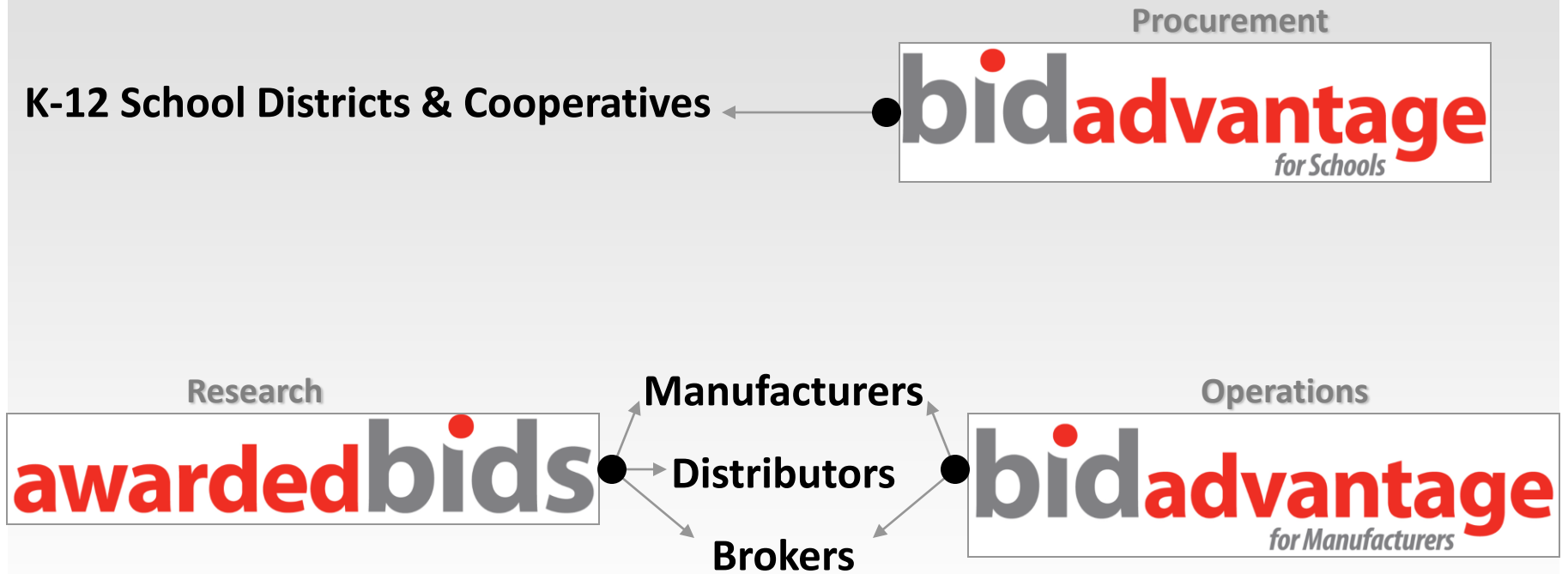


**interflex**

**bid** **advantage**  
*for Schools*

# Interflex

Interflex provides **K-12 food service bidding solutions** for:



**interflex**  
Everybody Get Together

# BidAdvantage for Schools

## BidAdvantage for Schools

is an online procurement tool that is **free** for K-12 schools; and is used primarily for commercial bids.

- Find Products
- Create and Update Specifications
  - Build Bids
  - Maintain Vendor Lists
  - Issue Bids to Vendors
- Analyze Vendor Responses
  - Award Bids



# BidAdvantage for Schools is an Online Tool!

Welcome to

**bidadvantage**  
for Schools

Welcome to the Interflex BidAdvantage

Please sign in below to gain access to the system.

Please note that both your user ID and password are case sensitive.

User ID:

Password:

submit

[forgot password](#)

## Getting Started!

It's Easy - Just follow these 5 simple steps!

1. Import, build or improve your **specifications**
2. **Create** Your bids
3. **Publish** your bids to vendors
4. **Analyze** your results
5. **Award** your contracts

[Click Here](#) to download a PDF instruction guide.

## Training & Support

We offer free training sessions every Tuesday & Thursday at 2:00 pm EST. [Click here](#) or call 855-K12-BIDS to sign up for one of our sessions.

Support Email: [bidsupport@interflex.net](mailto:bidsupport@interflex.net)  
Phone: 855-K12-BIDS  
FAQs: [Click Here](#)



The lightbulb icon will indicate a helpful hint while using the system.

## Supporting Organizations



Founded by the American Heart Association and the William J. Clinton Foundation

Interflex has teamed up with the Alliance for a Healthier Generation to identify healthier products and create more nutrition-focused bid specifications. The Alliance's nutrition guidelines provide schools a science-based criteria for selecting food and beverages sold as part of reimbursable school meals and competitive foods, including a la carte and vending. [Read More](#)



Cool School Cafe® (CSC) is an industry leader in K-12 School Foodservice marketing. [Learn More](#)

CAFE FUEL™ is your resource for "Better for You" products that meet the Alliance for a Healthier Generation's Nutritional Guidelines. [Learn More](#)



## USDA Bid Tips

The USDA is working with Interflex to provide guidance to BidAdvantage users that will assist schools with procuring and serving healthy foods. The USDA bid tips located throughout the site are meant to underscore dietary recommendations, procurement rules and remind users of the creative ways healthy meals can be prepared.

Check out the USDA Foods Available list posted on USDA's website. [Click here](#) to view list.



## Web-based Procurement Training

USDA created a web-based procurement training available online through The University of Mississippi's National Food Service Management Institute (NFSMI). [Learn More](#)

# Create Bid Specs Using Templates / Find Products

## Create Bid Specs

### Add to Your Library

- Use the Specification Builder
- Use a Product or Template
- Import From an Existing Bid

From scratch (next page)



Founded by the American Heart Association and the William J. Clinton Foundation

### Cereals, Hot - Elementary School

Serving must contain < 100 calories, <35% of calories from total fat, <10% of calories from saturated fat, 0 grams trans fat, <35% of sugar by weight, and < 230 mg of sodium. Serving can contain < 150 calories only if contains at least one of the following: >2 grams fiber, >5 grams protein, 10% of the daily value of Vitamin A, C, E, folate, calcium, magnesium, potassium, or iron, >1/2 serving (1/4 cup) fruit or vegetable

**ATTRIBUTES:** whole grain

create specification

## Find Products

### UBR® (Ultimate Breakfast Round®) Sunberry Blast™

A round granola bar made with 100% whole grains, Sunberry Blast™ UBR® is as delicious as it is healthy. Each 2.5 oz. round is the right amount chewy, a whole lot tasty, and kids of all ages just love them. They're made with 9% sweet potato and a tasty blend of real orange and cranberry. UBRs are a good source of fiber and contain 5g of protein, too. Find solutions for your school menu with Whole Grain RICH products.



UBR® Sunberry Blast™ #09858  
www.richsfoodservice.com

**Item Number:** 9858

**Manufacturer:** Rich Products Corporation

**Category:** Breakfast Rounds & Squares

**Attributes:** round, whole grain

**Affiliates:** Alliance for a Healthier Generation

- I would like to...
- I would like to...
- Add as Approved
- Show Nutrition Facts
- Download Sell Sheet 1
- Download Sell Sheet 2
- Request a Sample
- Learn More



# Create Bid Specs from Scratch

## Step 1: Library Number

## Step 2: Choose Your Product

- Bacon
- Bakery Products**
- Bagels
- Baking Chips & Bars
- Baking Coconut
- Baking Crumbs
- Baking Powder

## Step 3: Build Your Specification



Bakery Products

## Step 4: Product Pack

Pack Number:  -

Pack Size:  -  Pack Unit

Qty:  Bid Unit

## Step 5: Brand Approval



There currently aren't any approved brands listed for this line item specification. [Click here](#) to add an approved brand.

previous

archive

cancel

done

## Specification Builder

### Finished Specification

Pancakes: blueberry, frozen, traditional, whole grain. No white flour.

### Product Attributes

- Sandwich
- Traditional

### Additives

- Enriched

### Whole Grain

- Yes

### Additional Information

No white flour.]

done

### USDA Foods Tips



Whole Grains are an important part of school lunch. USDA offers many whole-grain options including quick-cooking brown rice, rolled oats, whole-grain dry kernel corn, whole-wheat flour, and whole-grain pancakes, pastas, and tortillas.



# Build Bids

You can create your bids using two different methods:

**Create From Scratch:** Using this method, you will have to enter all pertinent bid information including bid titles, numbers and contract dates, vendors you wish to receive your bid, and add your required specifications from your library. Click on the "Create From Scratch" method below to use this method.

**Copy From Existing Bid:** If you want to save time, this method will allow you to make a copy of an existing bid and will populate the bid titles, numbers, contract dates and vendors from an existing bid. You can then modify the information to meet your needs. You can also add your specifications from your library. Click on the "Copy from Existing Bid" link to use this method.

If you already have been working on a Development Bid, please click on the title to continue working, or if you cant find the bid, use the search below to locate it.

**Create  
From Scratch**

**Copy From  
Existing Bid**

## Development

This is where you get started on creating your bids. The system will walk you through the process of:

1. Adding bid titles and numbers, contract dates and bid publishing dates.
2. Managing your vendor distribution list and bid contact list.
3. Uploading your contract documents.
4. Publishing your bid to an opportunity.

[Click Here](#) to get started.

## Opportunities

This portion of the site will show you the bids that are currently published as opportunities.

You are only able to view the specification and bid information that you created until the opportunity has opened and entered the evaluation phase.

This section will also allow you to publish an addendum if you need to make any modifications to an existing bid opportunity.

[Click Here](#) to view any bids you might have available as opportunities.

## Award Evaluation

You will utilize this section of the system to evaluate and award any opportunities that have passed the bid opening date.

You will be able to upload the vendor responses into the system, which will then provide a standardized evaluation format that includes tools to assist with the award process.

Once you have completed the evaluation, you can publish your awards, which will send a notification directly to the winning vendors.

[Click Here](#) to view any bids you must evaluate and award.

## Awarded

This section of the site serves as a library for your bids that have been awarded. You can view and export the bids into an excel format at any time.

If you are renewing a contract, you can also publish an excel document to your current vendors for any price increases.

[Click Here](#) to view your awarded bids.

# Maintain Vendor Lists

Search Criteria

Keyword:

Vendor Type:


State:

Associated Vendors [\(add\)](#)

Vendor	Address
 SYSCO Food Services of Arkansas, LLC.	5800 Frozen Road Little Rock, AR 72209 ph: (501) 562-4111
 U.S. Foodservice - Fort Wayne	7235 Vicksburg Pike Fort Wayne, IN 46801 ph: (260) 432-3376
 Shamrock Foods	2540 N. 29th Avenue Phoenix, AZ 85009 ph: (602) 233-6400

# Publish Bids

**Step 1: Select opening date & time**

Date:  

Time:  :



# Analyze Vendor Responses

## Bid Request Data:

**Issued:** 06/15/2011  
**Opened:** 08/01/2011  
**Starts:** 06/01/2012  
**Ends:** 05/31/2013

## Evaluation Status:

**100% Complete**  
**Awarded:** 15    **No Bids:** 0  
**Pending:** 0    **No Award:** 0

## Award Status Color Key:

Pending   
  Awarded  
 No Award   
  No Bids

## Bidding Vendors:

Bidding Vendor	Items Bid	Bid Value	Award Value
<input type="radio"/> Interflex Test Manufacturer	15	\$58,321.00	\$0.00
<input type="radio"/> Sample Distributor	15	\$49,259.15	\$49,259.15

### Hot Chocolate

PACK: 1 / 15.0 Pounds

Hot Chocolate: caffeine free, marshmallows, bulk, mix. QTY: 150 Cases

#### APPROVED PRODUCTS:

Nestle USA

Vendor	Pack	Qty.	Unit Price	Adj Qty	Ext. Cost
<input type="checkbox"/> Interflex Test Manufacturer Nestle USA (11238)	1 / 15.0 Pounds	150 Cases	\$12.55	<input type="text"/>	\$1,882.50
<input checked="" type="checkbox"/> Sample Distributor Nestle USA (11238)	1 / 15.0 Pounds	150 Cases	\$12.50	<input type="text"/>	\$1,875.00
<input type="checkbox"/> <b>No Award</b>					

### Juices & Drinks

PACK: 96 / 4.0 Ounces

Juices & Drinks: 100% juice, orange, fortified, grade a, cup, chilled, no added sugar, no added sweeteners, 4 oz., ready to drink. QTY: 100 Cases

#### APPROVED PRODUCTS:

Juicy Juice (Libby's)

Vendor	Pack	Qty.	Unit Price	Adj Qty	Ext. Cost
<input type="checkbox"/> Interflex Test Manufacturer Juicy Juice (Libby's) (91789)	96 / 4.0 Ounces	100 Cases	\$8.25	<input type="text"/>	\$825.00
<input checked="" type="checkbox"/> Sample Distributor The Minute Maid Company (12568)	96 / 4.0 Ounces	100 Cases	\$8.20	<input type="text"/>	\$820.00
<input type="checkbox"/> <b>No Award</b>					

# Award Bids

## Bid Request Data:

**Issued:** 06/15/2011  
**Opened:** 08/01/2011  
**Starts:** 06/01/2012  
**Ends:** 05/31/2013

## Evaluation Status:

**100% Complete**  
Awarded: 15    No Bids: 0  
Pending: 0    No Award: 0

## Award Status Color Key:

 Pending     Awarded  
 No Award     No Bids

## Bidding Vendors:

Bidding Vendor	Items Bid	Bid Value	Award Value
<input type="radio"/> Interflex Test Manufacturer	15	\$58,321.00	\$0.00
<input type="radio"/> Sample Distributor	15	\$49,259.15	\$49,259.15

## Search Criteria:

### Category:

Bacon  
Bakery Products  
Beverages & Mixes  
Cereals  
Coatings, Oils, Shortenings  
Condiments  
Dairy & Non-Dairy

### Award Status:

Awarded  
No Award  
No Bids  
Pending Award

### Keyword:

## Publish Award:

**Your Award Is Ready To Publish!**

Development    Opportunities    Award Evaluation    **Awarded**

1. View
2. Export -->

## Export Bid

Data to export:

# Find Tips From the USDA

## General USDA Tips

Check out USDA Foods specifications [here](#). You may receive USDA Foods from different companies but they are all required to meet a particular specification so that you know up front the product you'll be receiving.



Check out the USDA Foods Available list posted on USDA's website. [Click here](#) to view list.



## USDA Procurement Tips



In addition to using a purchasing system such as Interflex, an SFA must publicize the solicitation as widely as possible via a media source. Generally, this would be done by advertising in major newspapers or trade journals that are normally used by the SFA for publicizing other procurements.



While this site helps you to build specifications, it does not help create many of the required provisions for a solicitation. For example, it is important to address administrative and management fees in procurements that will result in a cost reimbursable contract.

By clicking the "I Agree" button below, you are confirming that you have read and understand the Bid Tip Guidelines.

## USDA Foods Tips



Dry and low sodium canned beans are versatile, healthy and can be used in many types of mixed food items. USDA Foods offers lima, black, garbanzo, pinto, kidney, and vegetarian beans, among others.



USDA's rolled oats can be used for a satisfying and healthy breakfast. Have you tried a oatmeal breakfast bar? It's very popular right now. Add USDA dried or frozen fruits as "add in's" to give them choices.

# Collaborations



Founded by the American Heart Association  
and the William J. Clinton Foundation

Interflex has collaborated with the **AHG** to help schools identify healthier products and create more nutrition-focused bid specifications.



Search for **Cafe Fuel** &  
**Cool School Cafe**  
Qualifying Products in  
BidAdvantage for  
Schools.



**Simplify!**

**interflex**  
**bid****advantage**  
*for Schools*

**[www.interflex.net](http://www.interflex.net)**