

Klamath County School District's Forward Purchasing Agreement for Local Purchases

This is not a legally binding agreement. It serves to document mutual intentions.

Following vendor approval and completion of an appropriate purchasing process, Farm awarded the agreement will need to complete this form with a KCSD representative.

It is the intention of the Klamath County School District (KCSD) to purchase the following product from:

Farm _____

It is the intention of (Farm) _____

To grow and sell the following product(s) to the _____ Klamath County School District

To be delivered by (Producer, Distributor etc.) _____

Local Product Name: _____

When the Product Will be Ready: _____

Weeks or Months of Delivery: _____

Quantity of Product per Delivery: _____

Packing Unit Requirements: _____

Postharvest Handling Practices: _____

Other Specifications (i.e. Form delivered): _____

Price per Packing Unit: _____

Cost of Delivery: _____

Additional Fees: _____

Total Cost per Unit Paid by KCSD: _____

Payment Terms & Payment Process: _____

Delivery Location: _____

Other Notes: _____



Klamath County School District (KCSD)
2845 Greensprings Drive
Klamath Falls, OR 97601

Contingency Plan in Event of Crop Failure: KCSD Producer is aware that if a crop failure occurs product will need to purchased elsewhere, or replaced by Producer with an acceptable alternative variety approved by the KCSD Buyer. Producer agrees to communicate any crop failure as soon as Producer is aware of it, with a minimum of 2 WEEKS prior to scheduled delivery(ies) with the KCSD Buyer.

This product will be:

- For produce, received within 2 days of harvest, unless otherwise approved by the KCSD Buyer
- Delivered at agreed upon time and location
- Fresh, clean, and delivered in clean, undamaged packaging
- Delivered in packages/units according to agreed-upon specifications
- Generally free from damage, pest and disease presence, decay and debris

The Producer will provide:

- Invoice at each delivery with itemized price and specifications
- Responsible and responsive communication with the KCSD

The KCSD will provide:

- Payment within 30 days of received invoice
- Responsible and responsive communication with the Producer

The contents of this Forward Purchasing Agreement are accepted by:

Farm Representative (Printed Name, Signature, and Date):

Klamath County School District Buyer Representative (Printed Name, Signature, and Date):

“By submitting and signing this proposal/bid, the bidder acknowledges and certifies that his/her company complies with the Buy American provision that the food delivered is of domestic origin or the product is substantially produced in the United States. For these purposes, substantially means over 51 percent of the processed food is from American-produced products. If the bidder is unable to certify compliance with the Buy American provision, the bidder shall state this in his/her response and provide an explanation as to why it cannot certify compliance.”



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