## horizontal line**Food Supply Proposal**

**Prepared for**: [School Name]  
**Prepared by**: [Your Company Name]  
**Date**: [Submission Date]  
**Contact Information**: [Phone Number, Email Address, Office Address]

### **1. Cover Page**

Include:

* Proposal Title: **Food Supply Proposal for [School Name]**
* Date of Proposal Submission
* Prepared by: [Your Company Name]
* Prepared for: [School Name/Administrator Name]

### **2. Executive Summary**

* **Objective**: To provide high-quality, nutritious, and reliable food supplies to [School Name] for [specific needs, e.g., daily meals, events, cafeteria services].
* **Key Highlights**:
  + Nutritional food aligned with students’ dietary needs.
  + Affordable and flexible pricing plans.
  + Reliable delivery schedules to ensure uninterrupted service.

### **3. About Us**

#### **A. Company Overview**

* Established in [Year], [Your Company Name] specializes in providing nutritious, high-quality food supplies to schools and institutions.
* Our mission: To promote healthy eating habits among students.
* Proven track record with [List of schools/clients served].

#### **B. Certifications and Accreditations**

* [List any relevant certifications, such as ISO standards, food safety certifications, etc.]
* Licensed supplier for educational institutions.

### **4. Proposal Details**

#### **A. Scope of Services**

1. **Types of Food Supplies**:
   * **Fresh Produce**: Fruits, vegetables, and dairy products.
   * **Staple Foods**: Rice, wheat, pulses, etc.
   * **Protein Sources**: Eggs, fish, meat, etc.
   * **Packaged Goods**: Snacks, beverages, and condiments.
2. **Special Dietary Needs**:
   * Options for students with allergies or special dietary restrictions (e.g., gluten-free, vegetarian).
3. **Events/Occasional Needs**:
   * Catering services for special school events.

#### **B. Delivery Schedule**

* **Frequency**: [Daily/Weekly]
* **Timings**: [Specify delivery hours].
* **Service Coverage**: Covering all areas of the school’s kitchen or storage facilities.

#### **C. Customization**

* Tailored meal plans based on the school’s preferences and nutritional guidelines.

### **5. Quality Assurance**

* **Nutritional Value**: Ensuring all items meet the required nutritional standards for children.
* **Food Safety Standards**: Strict adherence to food hygiene protocols during sourcing, preparation, and delivery.
* **Compliance**: Aligned with local government health and safety regulations.
* **Inspection and Monitoring**: Open to regular quality checks by the school.

### **6. Pricing and Payment Terms**

#### **A. Pricing Breakdown**

| **Item** | **Unit Price (₹)** | **Quantity** | **Total Price (₹)** |
| --- | --- | --- | --- |
| Rice (per kg) | XX.XX | XX | XX.XX |
| Seasonal Vegetables | XX.XX | XX | XX.XX |
| Eggs (per dozen) | XX.XX | XX | XX.XX |
| Milk (per liter) | XX.XX | XX | XX.XX |

#### **B. Payment Terms**

* **Method**: [Bank transfer/Check/Other].
* **Schedule**: [Monthly billing/On delivery].
* **Discounts**: [Bulk order discounts, loyalty benefits, etc.].

### **7. Benefits of Choosing Us**

* **High-Quality Standards**: Guaranteed fresh, high-quality food supplies.
* **Affordability**: Competitive pricing tailored to fit the school’s budget.
* **Reliability**: Punctual deliveries with consistent service.
* **Customization**: Flexibility to adapt to special requests or dietary requirements.

### **8. Terms and Conditions**

* **Duration of Agreement**: [Start Date] to [End Date].
* **Amendment Clause**: Changes to the agreement must be mutually agreed upon.
* **Termination Policy**: Notice of [X days] required for termination by either party.
* **Liability Disclaimer**: Limited liability for delays caused by unforeseen circumstances.

### **9. Appendices**

* Product catalogs or sample menus.
* Certifications and compliance documents.
* References from past school clients (if applicable).

### **10. Proposal Acceptance**

Include a signature section for the school’s approval:

**School Representative Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
**Designation:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
**Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
**Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_