

I. ITEM DESCRIPTION

- Items – Canned Beef with Juices – This item consists of coarse ground beef cooked in its own juices for use in a variety of applications, including barbecue beef, pizza, soups, stews, spaghetti sauce, vegetable stir-fry, casseroles, and similar items.
- Canned Pork with Juices – This item consists of coarse ground pork cooked in its own juices for use in a variety of applications, including barbecue pork, pizza, soups, stews, spaghetti sauce, vegetable stir-fry, casseroles, and similar items.
- Beef stew must contain discernable chunks of beef, carrots and potatoes in gravy. One additional vegetable is permitted.
- Formula – Beef or pork with juices contains all meat with a small amount of salt for flavoring.
- Fat/Sodium – For Canned Beef and Pork, fat shall not exceed 15 g (grams) per 100 g serving. Sodium level shall not exceed 150 milligrams (mg) per 100 g serving.
- For Beef Stew, fat must not exceed 5 g (grams) per 100 g serving. Sodium level will not exceed 415 mg per 100 g serving.
- Cans/Cases – Individual cans shall have a net weight of 24 ounces. Twenty-four (24) cans shall be unitized to a net weight of 36 pounds.

II. CHECKLIST OF REQUIREMENTS

Canned meat items must be produced in accordance with Food Safety Inspection Service (FSIS) regulations and the checklist of requirements below.

A. MATERIALS

The contractor's technical proposal must follow procedures outlined in this Requirements Document and demonstrate conformance with the following Checklist of Requirements.

1. MEAT COMPONENT

Beef or pork will be the only meat component allowed.

- a) Domestic Origin – All beef and pork shall originate from U.S. produced livestock as defined in section II.1.2.d.
- b) Harvest (Slaughter) Requirements – Boneless meat shall be derived from livestock harvested at facilities that comply with the following harvest requirements:
 - (1) Humane Handling – All cattle and hogs shall be humanely handled in accordance with all applicable FSIS regulations, directives, and notices.
 - (2) Non-Ambulatory Disabled Livestock – Meat from carcasses of non-ambulatory disabled livestock will not be included in USDA purchased canned meat products.

- (3) Spinal Cord Removal – All spinal cord tissue shall be removed. For cattle, all spinal cord tissue must be removed during the harvesting process.
- c) Boneless Meat Requirements
- (1) Traceability – Boneless meat shall be traceable to sources that comply with the above domestic origin and harvest requirements.
 - (2) Handling - All boneless meat must be maintained in excellent condition. The contractor's technical proposal shall include detailed production scheduling that addresses time and temperature controls necessary to maintain excellent condition of the boneless meat.
 - (3) Objectionable Materials – Boneless meat suppliers must comply with the following:
 - (a) Beef Suppliers – All boneless beef suppliers must assure the removal of:
 - (i) Major lymph glands (*prefemoral, popliteal, and prescapular*), *thymus* gland, and the *sciatic (ischiatric)* nerve (lies medial to the outside round).
 - (ii) All bone, cartilage, and the following heavy connective tissues.
 - (a) White fibrous – Shoulder tendon, elbow tendon, silver skin (ventral side of the outside round), *sacrociatic* ligament, opaque *periosteum*, *serous* membrane (*peritoneum*), tendinous ends of shanks, *gracilis* membrane, *patellar* ligament (associated with the *stifle* joint), and *achilles* tendon.
 - (b) Yellow elastin – Back strap and *abdominal tunic*. cartilage, major lymph glands (*prefemoral, popliteal, and prescapular*), *thymus* gland, *sciatic (ischiatric)* nerve, white fibrous connective tissue (shoulder tendon, elbow tendon, silver skin (outside round), *sacrosciatic* ligament, opaque *periosteum*, *serous* membrane or *peritoneum*, tendinous ends of shanks, *gracillus* membrane, *patellar* ligament associate with the *stifle* joint, and *achilles* tendon), and yellow elastin connective tissue (back strap and *abdominal tunic*).
 - (b) Pork Suppliers – All boneless pork suppliers must assure the removal of skin, bone, cartilage, organ tissue, lymph glands, heavy connective tissue, and foreign materials.
 - (4) Meat Recovery Systems:
 - (a) Mechanical Separation – Boneless meat that is mechanically separated from bone with automatic deboning systems, advanced lean (meat) recovery (AMR) systems or powered knives, shall not be allowed.
 - (b) Finely Textured Beef – Low temperature rendered beef that is processed from boneless meat trimmings and is finely textured is not allowed.
 - (5) Pathogen Testing – Boneless and ground beef or pork previously tested and found positive for any pathogen will not be allowed.
 - (6) Meat Composition - Beef or Pork with Juices – These items contain all meat with a small amount of salt for flavoring.

2. NON-MEAT COMPONENT

- a) Domestic Origin – Significant ingredients (more than 1 percent) shall be derived from U.S. produced products as defined in section II.I.2.d.
- b) Monosodium Glutamate (MSG) – MSG is not allowed.
- c) Salt – A small amount of salt shall be added to the canned beef or pork with juices for flavoring at a rate no to exceed the sodium requirement in section II.C.2.
- d) Vegetables and other ingredients (Beef Stew) - Carrots and potatoes must be the primary vegetables as listed on the ingredient statement. One additional vegetable is permitted. All vegetables shall be of size so that they are discernible in the finished product. Seasonings and other ingredients used for flavoring and gravy must be those that are normally used for commercially marketed beef stew.

B. PROCESSING

1. PLATE AND BLADE SIZE

- a) Beef with Juices – Boneless beef shall be ground by use of a standard feed-screw type grinder which shall have a plate with holes 0.5 inch in diameter and a knife with (no more than) 3 blades. Immediately after grinding, meat shall be mechanically mixed and placed into cans.
- b) Pork with Juices – Boneless pork shall be ground by use of a standard feed-screw type grinder which shall have a plate with holes 1.5 inch in diameter and a knife with (no more than) 3 blades. Immediately after grinding, meat shall be mechanically mixed and placed into cans.
- c) Beef Stew – Boneless Beef shall be manufactured in such a manner so that the end product will consist of discernible chunks of beef.

2. METAL DETECTION

All products will be free of metal contaminants. Detection of stainless steel, ferrous, and non-ferrous (e.g., lead, copper, and aluminum) metals is required. The contractor's technical proposal must identify and describe the equipment, location, detection procedure, sensitivity levels, frequency of equipment validation, and corrective action procedures.

C. FINISHED PRODUCT LIMITATIONS

The declared fat and sodium content and the serving size (“referenced amounts customarily consumed” (racc)) will be stated on the nutrition facts panel on each can label according to FSIS regulations.

1. FAT CONTENT

The fat content must not exceed 15 grams per 100 grams of finished product for Beef and Pork with juices. Beef Stew must not exceed 5 grams per 100 grams. The serving size will not exceed the “racc” amount. Fat content will be determined using the following formula:

(Total Fat ÷ Serving Size (racc)) x 100). Example:

4g of Fat ÷ 56 g = 0.71 X 100 = 7.1 grams of fat per 100 grams

2. SODIUM CONTENT

Sodium level, as declared on the nutritional label.

For Canned Beef and Pork, sodium level shall not exceed 150 milligrams (mg) per 55 g serving.

For Beef Stew, Sodium level will not exceed 415 mg per 100 g serving.

Sodium content will be determined using the following formula:
(Declared Sodium Level (mg) X 100 ÷ Declared Serving Size (grams - racc) ≤ 415).

D. PREPARATION FOR DELIVERY

1. PACKAGING

All items will be filled into cylindrical cans unless otherwise specified.

2. PACKING

- a) Can Net Weight – Individual cans shall have a net weight of 24 ounces.
- b) Case Weight – Twenty-four (24) cans will be unitized to a net weight of 36 pounds.
- c) Case Unitization – All cans shall be unitized by packing into new fiberboard shipping containers, placing on fiberboard trays with plastic stretch wrap or plastic stretch wrap only.

3. LABELING

The shipping containers shall be in compliance with the National Motor Freight Classification, or the Uniform Freight Classification, as applicable. Both the immediate and shipping containers shall be labeled to include all information required by FSIS regulations.

- a) Immediate Container Label – Immediate container labels shall have a traceability code that is traceable to establishment number, production lot, and date.
- b) Shipping Container Label – Shipping container labels shall contain the following information:
 - (1) USDA shield at least 2 inches high and appearing on the top of the container or on the principle display panel.
 - (2) Applicable contract number.
 - (3) A traceability code that is traceable to establishment number, production lot, and date.
 - (4) Nutrition facts panel based on actual nutritional analysis of the product

Product Code	
Item	Code
Pork with Juices, Canned/24 oz.	A722
Beef with Juices, Canned/24 oz.	A721
Beef Stew, Canned/24 oz.	A590

- (5) The appropriate code listed in the table below for each of the items.

4. PALLETIZED UNIT LOADS

All shipping containers shall be stacked on new or well-maintained pallets and palletized with stretch wrap plastic.

E. DELIVERY UNIT

Each delivery unit will consist of 1,000 shipping containers of 24 ounce cans having a net weight of 36,000 pounds.

F. DELIVERED PRODUCT

1. SIZE AND STYLE OF CONTAINER

Only one size and style of immediate (cans) and shipping containers may be offered in an individual shipping unit.

2. SEALING

All cans shall bear a code that is traceable to a production lot and date. All product must be delivered under seal.

G. WARRANTY AND COMPLAINT RESOLUTION

1. WARRANTY

The contractor will guarantee that the product complies with all contractual requirements.

2. COMPLAINT RESOLUTION

The contractor's technical proposal must provide the steps taken to resolve complaints received on the product i.e, point of contact, cause and effect analysis, corrective and preventative actions taken, and product replacement.

H. NON-CONFORMING PRODUCT

The contractor must include a plan to assure that non-conforming product is not delivered under USDA contracts. The plan must address 1) control and segregation of non-conforming product, 2) removal of any USDA markings, and 3) disposition of non-conforming product.

I. QUALITY ASSURANCE

1. FOOD DEFENSE REQUIREMENTS

The contractor and all subcontractors must have a documented and operational food defense plan that provides for the security of a plant's production processes, which includes the storage and transportation of finished product after production. The food defense plan must be maintained at the facility. The plan shall address the following areas: 1) food defense plan management, 2) outside and inside security of the production and storage facilities, 3) slaughter and processing including all raw material sources, 4) shipping and receiving, 5) storage, 6) water and ice supply, 7) mail handling, 8) personnel security, and 9) controlled access to production and storage areas. The plan will be audited by the Agricultural Marketing Service (AMS), Audit Review and Compliance Branch. See FSIS Security Guidelines for Food Processors at the following web address: <http://www.fsis.usda.gov/OA/topics/SecurityGuide.pdf> and information for "The Transportation and Distribution of Meat, Poultry, and Egg Products" is located at the following web address: <http://www.fsis.usda.gov/OA/topics/TransportGuide.htm>

All delivery units--truck lot and less-than-truck lot (LTL) quantities--must be secured at all times prior to unloading with tamper proof, tamper resistant, serially numbered, high security seals that meet the ISO 17712 standard. Failure to seal or maintain the delivery unit under seal in accordance with these requirements may subject the shipment to rejection.

The contractor must maintain a record of each seal number used for truck lot and LTL delivery units. Additionally, the contractor must ensure that the applicable seal identification number is on each bill of lading, shipment manifest, or other delivery documents for each delivery destination.

When LTL delivery units are transported on the same trailer or railcar and destined for multiple recipients, the trailer or railcar must be sealed after each delivery. The seal number must be recorded on the appropriate delivery documents and correspond with the applied seal at the time of arrival at the next destination. It will be the responsibility of the contractor to provide a sufficient number of seals and ensure that the carrier service (truck or rail) secures the trailer or railcar after each delivery destination. Failure to seal the trailer or railcar after each stop may subject the shipment to rejection at the next scheduled stop and rejection of any subsequent deliveries on the trailer or railcar.

The ISO 17712 standard can be obtained through the following websites: 1) American National Standards Institute: <http://webstore.ansi.org/ansidocstore/iso.asp?> or 2) International Organization for Standardization: <http://www.iso.org/iso/en/CatalogueListPage.CatalogueList>.

Note: Do not submit food defense plan with the technical proposal(s).

2. DOCUMENTATION AND ASSESSMENT REQUIREMENTS

To become an eligible supplier, the following must be submitted to the AMS, Livestock and Seed Programs (LS), Commodity Procurement Branch (CPB):

a) Technical Proposal Requirement:

- (1) Include a detailed description of each item planned to be offered and each of the production steps taken to meet or exceed the minimum product requirements set forth in the applicable TDS or IDCR. (Plan/Do)
- (2) Describe all the quality assurance methods used to verify conformance to all requirements. This will include the monitoring and measurements taken during the process to verify conformance with each requirement. All measurement results shall be recorded and made available to AMS. (Check)
- (3) Identify all corrective actions to be taken if deviations from contractual and specification requirements occur during production, and all preventative actions to be taken to preclude a reoccurrence. (Act)
- (4) The technical proposal shall be preceded by the following, as required by the template:
 - (a) Table of contents listing the major areas as they appear in the technical proposal template; and
 - (b) List of attachments, forms provided with the proposal, if appropriate.
 - (c) The technical proposal should be written in the following format:

(Canned Meats)

[Company Name]

[Company Address]

Technical Proposal for: [Announcement Number] and [Specification]

Table of Contents (all pages and attachments must be number and identified—any attachments must be identified and referenced in the Technical Proposal)

The technical proposal should include all phases of production that meets or exceeds the requirements stated in the specification to produce complying product.

- I. **ITEM DESCRIPTION** - Please provide a brief description of the product that will be addressed in the technical proposal.

- II. **CHECKLIST OF REQUIREMENTS** - Please provide a brief description of the planning, production steps (do), check and corrective/preventive (act) measures that the company will do to assure compliance with the checklist of requirements section of the specification.

- J. **MATERIALS** - Please provide a brief description of the planning, production steps (do), check and corrective/preventive (act) measures that the company will do to assure compliance with the material section of the specification.

Contractors are responsible for providing sufficient product traceability and must have records to verify the source of raw materials used in each lot of product.

 - 1. **MEAT COMPONENT – (PLAN, DO, CHECK, ACT)**
 - a. Domestic Origin
 - b. Harvest Requirements
 - c. Boneless Meat Requirements

 - 2. **NON-MEAT COMPONENTS – (PLAN, DO, CHECK, ACT)**
 - a. Domestic Origin
 - b. Tomato sauce and Flavoring
 - c. Monosodium Glutamate
 - d. Salt

- B. **PROCESSING** - Please provide a brief description of the planning, production steps (do), check and corrective/preventive (act) measures that the company will do to assure compliance with the processing section of the specification.
 - 1. Plate and Blade size– (plan, do, check, act)

 - 2. Metal Detection – (plan, do, check, act)

- C. FINISHED PRODUCT LIMITATIONS** - Please provide a brief description of the planning, production steps (do), check and corrective/preventive (act) measures that the company will do to assure compliance with the finished product limitations section of the specification.
 - 1. Fat Content – (plan, do, check, act)**
 - 2. Sodium Content – (plan, do, check, act)**
- D. PREPARATION FOR DELIVERY** - Please provide a brief description of the planning, production steps (do), check and corrective/preventive (act) measures that the company will do to assure compliance with the preparation for delivery section of the specification.
 - 1. Packaging – (plan, do, check, act)**
 - 2. Packing - (plan, do, check, act)**
 - 3. Labeling - (plan, do, check, act)**
 - 4. Palletized Unit Loads - (plan, do, check, act)**
- E. DELIVERY UNIT** - Please provide a brief description of the planning, production steps (do), check and corrective/preventive (act) measures that the company will do to assure compliance with the delivery unit section of the specification.
- F. DELIVERED PRODUCT** - Please provide a brief description of the planning, production steps (do), check and corrective/preventive (act) measures that the company will do to assure compliance with the delivered product section of the specification.
 - 1. Size and Style of Container - (plan, do, check, act)**
 - 2. Sealing - (plan, do, check, act)**
- G. WARRANTY AND COMPLAINT RESOLUTION** - Please provide a brief description of the planning, production steps (do), check and corrective/preventive (act) measures that the company will do to assure compliance with the warranty and complaint resolution section of the specification.
- H. NON-CONFORMING PRODUCT** - Please provide a brief description of the planning, production steps (do), check and corrective/preventive (act) measures that the company will do to assure compliance with the non-conforming product section of the specification.

NOTE: In preparing Offeror’s technical proposal please follow the outline format for the applicable TDS or IDCR that the company is submitting.

Attachments or Appendixes

Please attach all referenced documents with the applicable document name and reference number.

Please provide an example of the Statistical Process Control Charts and Histograms that the supplier intends to utilize in the production process.

Once a supplier is notified that the technical proposal meets the applicable criteria, the AMS ARC Branch will contact the supplier to set up a supplier pre-award onsite capability assessment.

- b) Product Sample - For each item offered, six (6) cans of product--the sample cans must be labeled to include the ingredient statement and Nutrition Facts Panel that conforms to the Requirements Document.

Note: A supplier must submit canned samples that are produced in accordance with the submitted technical proposal.

- c) Assessment by the ARC Branch - After the sample(s) and the technical proposal(s) are evaluated and approved, an ARC Branch auditor will perform an onsite assessment of the facilities, processes, food defense plan, and quality control program used to produce the product(s) to determine the supplier's ability to meet contractual requirements. The following assessments will apply:

- (1) Pre-Award Onsite Capability Assessment - The pre-award onsite assessment (audit) will include, but is not limited to, a thorough evaluation of the potential contractors' and subcontractors' facilities, processes, food defense plan, quality control program, equipment, procedures, and the appropriate documents and forms used during the production of the canned meat items. Documentation must support 1) the production of a canned meat item that complies with the applicable Requirements Document and the potential contractor's approved technical proposal and 2) the contractor or subcontractor's food defense plan. In addition, the audit will consist of the review of records related to purchasing, receiving, production, quality control, inventory and shipping records, and interviews with management and production personnel.

Upon completion of the onsite capability assessment, the auditor will provide a report to the AMS, LS, CPB for final review. After the sample(s) have met the evaluation criteria and the supplier has satisfactorily completed the pre-award onsite capability assessment, the supplier will receive written notification of their eligibility to bid.

If the report states that the process or food defense plan is inadequate, the applicant will be notified they are ineligible to bid. The applicant will have an opportunity to correct identified deficiencies, modify their process, food defense plan, and/or technical proposal, and resubmit for further consideration. Eligibility will depend on whether modifications demonstrate that 1) the process is capable of delivering canned meat items in compliance with the applicable Technical Data Supplement or Requirements Document, 2) they are in compliance with their food defense plan, 3) includes the applicable assessment by USDA, and 4) they comply with other applicable contractual requirements.

For those suppliers who have been previously approved and deemed eligible under the prior year purchase program, the pre-award assessment audit may be waived, providing that all new USDA program requirements are met. The Contractor's revised technical proposal must be submitted and approved by the AMS, LS, and CPB before submitting offers.

- (2) Post-Award Assessment - Eligible suppliers who receive contracts must have their documented food defense plan, technical proposals, and supporting documentation readily available for review by the COTR or AMS agents. Records may be maintained on hard copy or electronic media. However, records maintained as electronic media will be made available in printed form immediately upon request by AMS or its agents.

The ARC Branch will conduct an onsite audit of the contractor's and subcontractor's facilities and processes when production commences on the first contract awarded. Additional audits may be conducted as determined, but not less than one per month for contractors with continuous or multiple contracts, or once per contract for intermittent contractors. At the discretion of the AMS, LS, CPB, more frequent audits may be conducted when audit deficiencies are detected.

- (3) Post-Award Actions - Any deviation from contractual requirements will be immediately reported by the contractor to the AMS, LS, and CPB. The contractor will be notified regarding eligibility to continue to participate as a contractor. Contractor will assure that the delivered product complies with the provisions of the applicable Requirements Document, the applicable assessment by USDA, and the contractor's approved technical proposal.
- d) Domestic Products - All meat or meat products used in fulfilling contracts awarded under this exchange must be produced in the United States. United States produced (hereafter referred to as U.S.-produced) beef or pork means manufactured from livestock raised in the United States, its territories, possessions, Puerto Rico, or the Trust Territories of the Pacific Islands (hereinafter referred to as the United States). U.S.-produced does not include imported beef or pork, or cattle or hogs imported for direct slaughter. If any pork or beef products originating from sources other than the United States are processed or handled, the contractor will develop and maintain an identification and record system for these products to ensure USDA that they are segregated and not used to fulfill contracts awarded under this exchange. Such segregation plan will be audited and made available to the ARC Branch agent. The contractor will maintain records including, but not limited to, invoices, production and inventory records evidencing product origin, and will make such records available for review by the Government.