

PUBLIC NOTICE

REQUEST FOR PROPOSALS (RFP)

Kitchen Equipment Procurement

March 27, 2026

LEAP Social Enterprise Inc. is requesting competitive proposals from qualified and legally established vendors for the **purchase, delivery and installation of commercial kitchen equipment** for LEAP schools in Puerto Rico.

Project Overview: This procurement process seeks to equip school kitchen facilities with new, high-quality commercial kitchen equipment, as part of LEAP's mission to provide nutritious meals in a safe and efficient environment. The scope includes the purchase, delivery and installation of items such as refrigerators, stainless steel work tables, food warmers, sinks, and other essential kitchen infrastructure.

This purchase is financed, in whole or in part, with federal funds. Therefore, compliance with all applicable federal procurement regulations including compliance with 2 CFR Part 200, is required.

Interested vendors must request the Registration Form by contacting Jerry Meléndez at jmelendez@leapsocialenterprise.org. Upon receipt of the completed Registration Form, LEAP will provide access to the official RFP document, including technical specifications and submission requirements.

The RFP will be made available to all interested and qualified vendors upon request, in accordance with applicable federal procurement requirements.

Availability of RFP Document	Accessible electronically from Friday, March 26, 2026 , through Tuesday, March 31, 2026 , until 5:00 PM (AST).
Virtual Pre-Bid Meeting	Wednesday, April 1, 2026 , at 10:00 AM via (Microsoft TEAMS)
Deadline to Submit Questions	Friday, April 10, 2026 , by 5:00 PM (AST).
LEAP Response to Questions	Tuesday, April 14, 2026 , by 5:00 PM (AST).

All submissions, including proposals, must be submitted electronically no later than Friday, April 24, 2026, by 5:00 PM (AST).

All proposals must be meticulously prepared in full accordance with the guidelines stipulated in the Request for Proposals.

Contact:
Jerry Meléndez
Chief Operations & Project Management Officer
jmelendez@leapsocialenterprise.org

