



**BID OPENING DATE & TIME:**  
**FRIDAY, SEPTEMBER 8<sup>th</sup>, 2017 AT 2:00 P.M.**  
**BIDS MUST BE RECEIVED BY THIS DATE & TIME**

**LOCATION:**  
CITY HALL/MUNICIPAL BUILDING,  
CONFERENCE ROOM-2ND FLOOR  
GUNTERSVILLE, ALABAMA

**Return Bid To:**  
**CITY OF GUNTERSVILLE**  
**341 GUNTER AVENUE**  
**GUNTERSVILLE, ALABAMA 35976**  
**(256) 571-7560**

**INVITATION FOR BIDS FOR UNIFORMS**

In accordance with General Act No. 217, Special Session 1967, notice is hereby given that the City of Guntersville, Guntersville, Alabama will receive competitive bids on the above item(s) for City of Guntersville, and/or any agencies thereof.

**Background Information**

24 Month (October 2017 – 2019) or 36 Month (October 2017 – October 2020) Contract with New Uniforms being provided at the beginning of the Contract

The City of Guntersville reserves the right to accept and/or reject any and all bids.

Signed:

Betty Jones,  
City Clerk  
City of Guntersville

**VENDOR'S RESPONSE:**

**VENDOR'S NAME** \_\_\_\_\_

**VENDOR'S ADDRESS** \_\_\_\_\_

**TELEPHONE NUMBER** \_\_\_\_\_

**FAX NUMBER** \_\_\_\_\_

**EMAIL ADDRESS** \_\_\_\_\_

\_\_\_\_\_  
**Authorized Representative**

\_\_\_\_\_  
**Typed or Printed Name**

**\*\*\*IF SHEET ISN'T SIGNED, BID IS VOID!\*\*\***

**EMPLOYEE UNIFORMS SPECIFICATIONS**

At the present time all employees wearing uniforms are male, however, bidders should be prepared to supply female employees with uniforms if the occasion arises during the course of the contract.

All uniform shirts and jackets must have the City of Guntersville clearly displayed. The city has approximately 70 uniformed employees.

Employees are to receive 11 sets of uniforms consisting of long sleeve shirts, short sleeve shirts, and pants.

Landscape and Recreation employees may split their uniform allowance into shorts and regular pants. Several employees will require a portion of their uniforms be 100% cotton for welding purposes.

Please quote price on a weekly basis.

	<b>24 Mo. Price</b>	<b>36 Mo. Price</b>
<b><u>SHIRTS</u></b>		
Seven Button, Placated Front, 65/35 Blend .....	\$ _____	\$ _____
Seven Button, Placated Front, 100% Cotton.....	\$ _____	\$ _____
Collared Polo Type Sports Shirt With or With Out Pocket Most Breathable and Cool Material Available*.....	\$ _____	\$ _____
_____ Material Type		
Denim Shirt, Stonewashed, Button Down Collar, In 100% Cotton.....	\$ _____	\$ _____
Note: Due to the Wrinkling of 100% Cotton Shirts and Pants Please Quote a Price for Pressing.....	\$ _____	\$ _____
Lined Jacket Each Employee Will Receive a One-Time Jacket.....	\$ <u>NC</u>	\$ <u>NC</u>
<b><u>PANTS</u></b>		
Plain Front, Brass Zippered with Elastic Inserts on Right and Left Sides and Belt Loops in 65/35 Blend...	\$ _____	\$ _____
Plain Front, Brass Zippered with Elastic Inserts on the Right and Left Sides and Belt Loops in 100% Cotton.....	\$ _____	\$ _____
Plain Front, Brass Zippered In 65/35 Blend.....	\$ _____	\$ _____
Plain Front, Brass Zippered In 100% Cotton.....	\$ _____	\$ _____
100% Cotton Denim Jean, Plain Front, With Belt Loops, Brass Zipper.....	\$ _____	\$ _____

**VENDOR'S RESPONSE:**

I hereby agree to furnish the above named items on or by the dates required hereby certify that all specifications set above will be met.

\_\_\_\_\_  
 Authorized Representative

**\*\*\*IF SHEET ISN'T SIGNED, BID IS VOID!!\*\*\***

**ADDITIONAL SERVICES**

Prep Charge	\$ _____	\$ _____
	Each	Each
Patch	\$ _____	\$ _____
	Each	Each
Embroidery	\$ _____	\$ _____
	Each	Each

**Replacement Cost Policy:** Uniforms will be expected to be kept in good condition and repair or replacement made as necessary at no additional charge unless abuse by Our Employees:

Yes \_\_\_\_\_ No \_\_\_\_\_  
 If NO please quote cost for replacement \$ \_\_\_\_\_ \$ \_\_\_\_\_

**Alterations:** Size adjustment or alterations will be allowed twice during the duration of the contract:

Yes \_\_\_\_\_ No \_\_\_\_\_  
 If NO please quote cost for replacement \$ \_\_\_\_\_ \$ \_\_\_\_\_

**Lost or Destroyed Policy:** Employees who deliberately destroy or leave employment are expected to return uniforms or reimburse for the cost of the uniforms.

**The Following Are Other Items To Be Furnished At Various Locations.**

Please Quote Per Weekly Delivery

Vinyl Walk-On Mats Size 4' X 6' .....	\$ _____	\$ _____
	Each	Each
Vinyl Walk-On Mats Size 3' X 4' .....	\$ _____	\$ _____
	Each	Each
Untreated Dust Mops, Heads Only		
24" Inches.....	\$ _____	\$ _____
	Each	Each
36" Inches.....	\$ _____	\$ _____
	Each	Each
48" Inches.....	\$ _____	\$ _____
	Each	Each
Cabinet Rental Charge.....	\$ _____	\$ _____
	Each	Each
Shop Towels Cotton, Orange Per Dozen.....	\$ _____	\$ _____
	Per Dozen	Per Dozen

**VENDOR'S RESPONSE:**

I hereby agree to furnish the above named items on or by the dates required hereby certify that all specifications set above will be met.

\_\_\_\_\_  
 Authorized Representative

**\*\*\*IF SHEET ISN'T SIGNED, BID IS VOID!\*\*\***

Bar Towels (Terry) Heavyweight White Per Dozen per Week	\$ _____	\$ _____
	Per Dozen	Per Dozen
Mechanic Towels Per Dozen.....	\$ _____	\$ _____
	Per Dozen	Per Dozen
Disposable Single Service Towel (Blue).....	\$ _____	\$ _____
Center Pull Paper Hand Towels.....	\$ _____	\$ _____
	Each	Each
Fender Covers, Large, Cotton Each.....	\$ _____	\$ _____
	Each	Each
Aprons (Shop) 100% Cotton, Bibbed.....	\$ _____	\$ _____
	Each	Each
Apron, Kitchen, Bibbed, In Polyester Blend.....	\$ _____	\$ _____
	Per Dozen	Per Dozen
Solopol Hand Cleaner 4 Liter.....	\$ _____	\$ _____
Alternative: _____	\$ _____	\$ _____
Flat amount that will be assessed for environmental charge, by department	\$ _____	\$ _____
	Each	Each
Flat amount that will be assessed for environmental charge, by department	\$ _____	\$ _____
	Each	Each
Amount that will be assessed for a soil locker by department	\$ _____	\$ _____
	Each	Each

**VENDOR'S RESPONSE:**

I hereby agree to furnish the above named items on or by the dates required hereby certify that all specifications set above will be met.

\_\_\_\_\_  
 Authorized Representative

**\*\*\*IF SHEET ISN'T SIGNED, BID IS VOID!!\*\*\***

**SPECIAL INSTRUCTIONS TO BIDDERS**

- (1) The successful bidder shall begin furnishing bid materials on October 1, 2017 after receiving notice to proceed and continue furnishing said materials until September 30, 2018. The City of Guntersville reserves the right to negotiate with another bidder for the bid items if the low bidder cannot supply the materials within two (2) weeks from the placement of order.
- (2) Delivery must be guaranteed a maximum of two weeks from date of order.
- (3) Where applicable the vendor's bid price shall include the furnishing of all operator manuals, instructions, etc.
- (4) Specific colors used, besides Major League replicas, will be the following; cardinal, light gray, dark gray, and white. Screen print will need to be either white or cardinal depending on the color of the uniform. These colors coincide with Guntersville High School athletics colors.
- (5) No substitutions without prior Recreation Department approval of material. Substituted material should be of greater quality than original.
- (6) It shall be the bidder's responsibility to possess all Proper County, State, and Federal license and shall familiarize himself with and shall comply with all Federal, State, and local laws, ordinances, and regulations.
- (7) The City of Guntersville reserves the right to award this contract as a whole or in part, whichever is in the best interest of the City of Guntersville.
- (8) Bids may be submitted either by mail or in person; however, the City of Guntersville will not be responsible for the security of mailed bids. (Also, if mailing bid, please be advised that we do not receive mail before 2:00 P.M. daily, therefore mail early to ensure prompt arrival).
- (9) By the signing and submitting of this bid, the vendor certifies that he/she is an equal opportunity employer.
- (10) Bidders are required to use this "*Invitation for Bids*." Failure to do so will be cause for rejection of bid.
- (11) Bidders shall bid all items, sign, and return all sheets in the "*Invitation for Bids*". Failure to do so will be cause for rejection of bid.
- (12) Each individual bid must be submitted in a sealed envelope with the word "*BID*" and name of item marked on outside of envelope.
- (13) Please be advised that in the event a bid is received from a person, firm, or corporation deemed to be a responsible bidder, having a place of business within the City of Guntersville and the bid is no more than three percent (3%) greater than the bid of the lowest responsible bidder, the Mayor and City Council of the City of Guntersville may award the contract to the resident responsible bidder.

**BIDDER ACKNOWLEDGEMENT**

**By signing and submitting the above bid, your company acknowledges that the quoted prices cannot be changed during the period of time stated, no can any type of surcharge or escalation charge be assessed without agreement from City Officials. Your company also understands the information set out in the Special Instructions to the Bidders and understands that not following the instructions could lead to bid disqualification.**

**Vendor's Response:**

**I hereby understand the information set out in the Special Instructions to the Bidders and understand that not following the instructions could lead to bid disqualification.**

\_\_\_\_\_  
**Authorized Representative**

**\*\*\*IF ALL SHEETS ARE NOT SIGNED, BID IS VOID!\*\*\***