



Return Bid To:

CITY OF GUNTERSVILLE
341 GUNTER AVENUE
GUNTERSVILLE, ALABAMA 35976
(256) 571-7560

BID OPENING DATE & TIME:
THURSDAY SEPTEMBER 22nd AT 2:00 P.M.
BIDS MUST BE RECEIVED BY THIS DATE & TIME

LOCATION: CONFERENCE ROOM
2ND FLOOR – CITY HALL,
MUNICIPAL BUILDING,
GUNTERSVILLE, ALABAMA

INVITATION FOR ANNUAL BIDS FOR
T-SHIRTS AND SCREEN PRINTING

In accordance with the Laws of Alabama, 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 for a period of time beginning October 1, 2022 until September 30, 2023.

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

Signed:


Betty Jones,
City Clerk
City of Guntersville

BIDDER'S RESPONSE:

BIDDER'S NAME _____

BIDDER'S ADDRESS _____

TELEPHONE NUMBER _____

FAX NUMBER _____

EMAIL ADDRESS _____

Authorized Representative

Typed or Printed Name

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



Heavyweight 100% Cotton Short Sleeve Shirt:

	<u>Screen on Front & Back- One Color</u>	<u>Screen on Front & Back- Multi Color</u>
GILDAN:		
Youth (Small-XL)	\$ _____ EA	\$ _____ EA
Adult (Small-XL)	\$ _____ EA	\$ _____ EA
Adult (XXL-XXXXL)	\$ _____ EA	\$ _____ EA

	<u>Screen on Front- One Color</u>	<u>Screen on Front- Multi Color</u>
GILDAN:		
Youth (Small-XL)	\$ _____ EA	\$ _____ EA
Adult (Small-XL)	\$ _____ EA	\$ _____ EA
Adult (XXL-XXXXL)	\$ _____ EA	\$ _____ EA

Heavyweight 100% Cotton Long Sleeve Shirt (Screen on Front & Back):

	<u>One Color</u>	<u>Multi Color</u>
GILDAN:		
Youth (Small-XL)	\$ _____ EA	\$ _____ EA
Adult (Small-XL)	\$ _____ EA	\$ _____ EA
Adult (XXL-XXXXL)	\$ _____ EA	\$ _____ EA

Performance Crew Short Sleeve Shirt (Screen on Front & Back, No Brand Preference):

	<u>One Color</u>	<u>Multi Color</u>
Youth (Small-XL)	\$ _____ EA	\$ _____ EA
Adult (Small-XL)	\$ _____ EA	\$ _____ EA
Adult (XXL-XXXXL)	\$ _____ EA	\$ _____ EA

Sweatshirt- Crewneck & Heavyweight (Screen on Front):

	<u>One Color</u>	<u>Multi Color</u>
Youth (Small-XL)	\$ _____ EA	\$ _____ EA
Adult (Small-XL)	\$ _____ EA	\$ _____ EA
Adult (XXL-XXXXL)	\$ _____ EA	\$ _____ EA

Sweatshirt- Hooded & Heavyweight (Screen on Front):

	<u>One Color</u>	<u>Multi Color</u>
Youth (Small-XL)	\$ _____ EA	\$ _____ EA
Adult (Small-XL)	\$ _____ EA	\$ _____ EA
Adult (XXL-XXXXL)	\$ _____ EA	\$ _____ EA

Set Up Charge for Screen: \$ _____ Each

BIDDER'S RESPONSE:

I hereby agree to furnish/deliver the above named items on or by the dates requested and 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) This bid shall be good for the period beginning October 1, 2022 and going through September 30, 2023. At the end of the 1-year term, if both parties agree, this contract could be extended. The City of Guntersville reserves the right to negotiate with another bidder for the bid items if the low bidder can not supply the materials within two (2) weeks from the placement of order. At the end of the 1 year term, if both parties agree, this contract could be extended.
- (2) It shall be the bidder's responsibility to possess all proper City, County, State, and Federal license and shall familiarize oneself with and shall comply with all Federal, State, and local laws, ordinances, and regulations.
- (3) 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.
- (4) 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. 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.
- (5) By signing and submitting of this bid, the vendor certifies that he/she is an equal opportunity employer.
- (6) Bidders are required to use this "Invitation for Bids" paperwork. Failure to do so will be cause for rejection of bid.
- (7) 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.
- (8) Each individual bid must be submitted in a sealed envelope with the word "BID" and the name of bid item marked on outside of envelope.
- (9) 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.

Bidder'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!*****