



**PURCHASING  
AND MATERIALS  
MANAGEMENT**

**City of Myrtle Beach  
SOUTH CAROLINA**

**(843) 918-2170  
FAX: (843) 918-2182  
www.cityofmyrtlebeach.com**

**Addendum #02  
November 28, 2018**

**IFB 19-B0064  
T-Shirts**

The purpose of this Addendum #02 to IFB 19-B0064 for T-Shirts, dated November 20, 2018, and previously amended on November 20, 2018, is to answer the following questions:

1. Do we have to bid on garments in **all** materials listed to receive consideration (some are vague and/or may not exist; i.e. Polyester/Cotton/Rayon blend tank top in standard colors – Youth Sizes S-M-L)?

**Yes, you must bid on all garments listed. However, the price schedule has been revised and is hereby made part of this addendum.**

2. Are we allowed to note decorating charge minimums and/or pricing for orders below the noted average order size of 50 – 75??

**Your pricing should be per shirt, regardless of how many are ordered at any given time.**

3. Are numbers considered a separate screen print or just 1-2-3 color lettering/logos; if so, can printed numbers be priced separately on the bid schedule?

**Numbers will not be a separate screen print. These shirts will not be numbered, as in team uniforms or jerseys. The only numbers that may be needed are the year that will be incorporated into the design.**

4. Can we note thread count for embroidery pricing?

**Please see the revised price schedule that is hereby made part of this addendum.**

5. What brand of shirts is preferred?

**Gildan brand (or approved equal) is acceptable for t-shirts/tank tops. Under Armor brand (or approved equal) is acceptable for performance polos.**

6. Will screen printing be only the front of shirt, only the back of shirt, or on both sides of the shirt?

Screen printing on t-shirts could be only the front of the shirt, only the back of the shirt, or on both sides of the shirt, depending on the individual order. Please see the revised price schedule that is hereby made part of this addendum. Embroidery could be on the left chest and/or sleeve, depending on the individual order.

7. Because different City departments may be ordering shirts, will the logo be the same for each department?

No, the logo may be different for each department. Logo requirements will be specified at the time of order.

8. Who will be responsible for providing camera-ready artwork?

The City department that places the order will provide a basic design concept at the time of order. The vendor will be responsible to modify the design for final approval prior to printing. Conversion to camera-ready/vector format by the vendor may be necessary if it is not already provided by the City.

Sealed bids are due no later than Tuesday, December 4, 2018 at 2:00PM (local time.)

If you have any questions, please don't hesitate to call to the undersigned below.

Thank you,  
City of Myrtle Beach  
Ann Sowers  
Purchasing Office/Buyer  
Email: [asowers@cityofmyrtlebeach.com](mailto:asowers@cityofmyrtlebeach.com)

**Price Schedule - REVISED**

The City of Myrtle Beach is interested in obtaining the following items for use by their Recreation Department with the minimum specifications as listed in this bid document. Each line item is grouped according to common industry pricing practices related to size.

<b>Item #</b>	<b>Description</b>	<b>Qty.</b>	<b>Unit of Issue</b>	<b>Unit Bid Price</b>
1	Gildan 6.1 oz. (or approved equal) cotton short sleeve t-shirt in standard colors – Youth Sizes S-M-L	1	ea	\$ _____
2	Gildan 6.1 oz. (or approved equal) cotton short sleeve t-shirt in standard colors – Adult Sizes S-M-L-XL	1	ea	\$ _____
3	Gildan 6.1 oz. (or approved equal) cotton short sleeve t-shirt in standard colors – Adult Sizes 2XL and above	1	ea	\$ _____
4	Gildan 6.1 oz. (or approved equal) cotton long sleeve t-shirt in standard colors – Youth Sizes S-M-L	1	ea	\$ _____
5	Gildan 6.1 oz. (or approved equal) cotton long sleeve t-shirt in standard colors – Adult Sizes S-M-L-XL	1	ea	\$ _____
6	Gildan 6.1 oz.(or approved equal) cotton long sleeve t-shirt in standard colors – Adult Sizes 2XL and above	1	ea	\$ _____
7	Gildan 6.1 oz. (or approved equal) cotton tank top in standard colors – Youth Sizes S-M-L	1	ea	\$ _____
8	Gildan 6.1 oz. (or approved equal) cotton tank top in standard colors – Adult Sizes S-M-L-XL	1	ea	\$ _____
9	Gildan 6.1 oz. (or approved equal) cotton tank top in standard colors – Adult sizes 2XL and above	1	ea	\$ _____
10	Gildan 5.0 oz. (or approved equal) polyester short sleeve t-shirt in standard colors – Youth Sizes S-M-L	1	ea	\$ _____

**Company Name:** \_\_\_\_\_

**Authorized Signature:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

Item #	Description	Qty.	Unit of Issue	Unit Bid Price
11	Gildan 5.0 oz. (or approved equal) polyester short sleeve t-shirt in standard colors – Adult Sizes S-M-L-XL	1	ea	\$ _____
12	Gildan 5.0 oz.(or approved equal) polyester short sleeve t-shirt in standard colors – Adult Sizes 2XL and above	1	ea	\$ _____
13	Gildan 5.0 oz. (or approved equal) polyester long sleeve t-shirt in standard colors – Youth Sizes S-M-L	1	ea	\$ _____
14	Gildan 5.0 oz. (or approved equal) polyester long sleeve t-shirt in standard colors – Adult Sizes S-M-L-XL	1	ea	\$ _____
15	Gildan 5.0 oz. (or approved equal) polyester long sleeve t-shirt in standard colors – Adult Sizes 2XL and above	1	ea	\$ _____
16	Gildan 5.0 oz. (or approved equal) polyester tank-top in standard colors – Youth Sizes S-M-L	1	ea	\$ _____
17	Gildan 5.0 oz. (or approved equal) polyester tank-top in standard colors – Adult Sizes S-M-L-XL	1	ea	\$ _____
18	Gildan 5.0 oz. (or approved equal) polyester tank-top in standard colors – Adult Sizes 2XL and above	1	ea	\$ _____
19	Gildan 5.5 oz. (or approved equal) cotton/polyester blend short sleeve t-shirt in standard colors – Youth Sizes S-M-L	1	ea	\$ _____
20	Gildan 5.5 oz. (or approved equal) cotton/polyester blend short sleeve t-shirt in standard colors – Adult Sizes S-M-L-XL	1	ea	\$ _____
21	Gildan 5.5 oz. (or approved equal) cotton/polyester blend short sleeve t-shirt in standard colors – Adult Sizes 2XL and above	1	ea	\$ _____
22	Gildan 5.5 oz. (or approved equal) cotton/polyester blend long sleeve t-shirt in standard colors – Youth Sizes S-M-L	1	ea	\$ _____

**Company Name:** \_\_\_\_\_

**Authorized Signature:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

Item #	Description	Qty.	Unit of Issue	Unit Bid Price
23	Gildan 5.5 oz. (or approved equal) cotton/polyester blend long sleeve t-shirt in standard colors – Adult Sizes S-M-L-XL	1	ea	\$ _____
24	Gildan 5.5 oz. (or approved equal) cotton/polyester blend long sleeve t-shirt in standard colors – Adult Sizes 2XL and above	1	ea	\$ _____
25	Gildan 5.5 oz. (or approved equal) cotton/polyester blend tank top in standard colors – Youth Sizes S-M-L	1	ea	\$ _____
26	Gildan 5.5 oz. (or approved equal) cotton/polyester blend tank top in standard colors – Adult Sizes S-M-L-XL	1	ea	\$ _____
27	Gildan 5.5 oz. (or approved equal) cotton/polyester blend tank top in standard colors – Adult Sizes 2XL and above	1	ea	\$ _____
28	Under Armor (or approved equal) performance polo short sleeve shirt in standard colors – Youth Sizes S-M-L	1	ea	\$ _____
29	Under Armor (or approved equal) performance polo short sleeve shirt in standard colors – Adult Sizes S-M-L-XL	1	ea	\$ _____
30	Under Armor (or approved equal) performance polo short sleeve shirt in standard colors – Adult Sizes 2XL and above	1	ea	\$ _____
31	Under Armor (or approved equal) performance polo long sleeve shirt in standard colors – Youth Sizes S-M-L	1	ea	\$ _____
32	Under Armor (or approved equal) performance polo long sleeve shirt in standard colors – Adult Sizes S-M-L-XL	1	ea	\$ _____
33	Under Armor (or approved equal) performance polo long sleeve shirt in standard colors – Adult Sizes 2XL and above	1	ea	\$ _____
<b>Grand Total (Lines 1 – 33)</b>				\$ _____

**Company Name:** \_\_\_\_\_

**Authorized Signature:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Additional Artwork Charges**

One-color screen print on front of shirt only: \$\_\_\_\_\_/shirt

Two-color screen print on front of shirt only: \$\_\_\_\_\_/shirt

Three-color screen print on front of shirt only: \$\_\_\_\_\_/shirt

One-color screen print on back of shirt only: \$\_\_\_\_\_/shirt

Two-color screen print on back of shirt only: \$\_\_\_\_\_/shirt

Three-color screen print on back of shirt only: \$\_\_\_\_\_/shirt

One-color screen print on both sides of shirt: \$\_\_\_\_\_/shirt

Two-color screen print on both sides of shirt: \$\_\_\_\_\_/shirt

Three-color screen print on both sides of shirt: \$\_\_\_\_\_/shirt

Up to 6,000 stitches of embroidery: \$\_\_\_\_\_/shirt

6,000 stitches to 12,000 stitches of embroidery: \$\_\_\_\_\_/shirt

12,001 stitches to 18,000+ stitches of embroidery: \$\_\_\_\_\_/shirt

Please note below a not-to-exceed percentage of price increase to be considered, if needed, should the contract be renewed for additional terms (not to exceed 4%):

Second Year: \_\_\_\_\_% Applied to first year price(s)

Third Year: \_\_\_\_\_% Applied to second year price(s)

Fourth Year: \_\_\_\_\_% Applied to third year prices(s)

Fifth Year: \_\_\_\_\_% Applied to fourth year prices(s)