

OFFICE OF THE SULLIVAN COUNTY PURCHASING AGENT
3411 HIGHWAY 126 – SUITE 201
BLOUNTVILLE, TN 37617-0569

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COMPLIMENTARY REQUEST FOR PROPOSAL

RFP #SHFBUN2017(KD)

FOOTBALL UNIFORMS

FOR

SULLIVAN COUNTY SOUTH HIGH

BID OPENING DATE: THURSDAY, JANUARY 5TH 2017 (2:00PM)

The Sullivan County Purchasing Agent is soliciting this complimentary request for proposal (RFP) for new football uniforms for Sullivan South High School.

All responding vendors must submit their priced proposal in the exact format as distributed and in a sealed envelope clearly denoting the **RFP#SHFBUN2017(KD) FOOTBALL UNIFORMS on the outside**. RFPs shall be signed and delivered to the Sullivan County Purchasing agent's office at the above address, on or before 2:00 pm Thursday, January 5th 2017. ***Late responses will not be considered!*** *Sullivan County is not responsible for delays in mail deliveries or courier services.*

All RFPs must be offered in conformance to the language, terms, conditions, format and other requirements as enclosed herein. All RFPs must be completed in totality. Failure to comply will disqualify the responding contractor from the award process.

It is the responsibility of each responding contractor to ascertain that all requirements are satisfied and that all requests are presented and assembled in the format as solicited. Unless otherwise designated, all prices offered shall be guaranteed for a minimum of **sixty (60) days** from opening date. Unit Prices for goods shall be quoted "**Net 30 days**". Each line item price **must** include all charges, including shipping, handling, freight or any other costs associated to the delivery to the designated Sullivan County Location. Sullivan County will not accept additional delivery charges as a separate line item.

SECTION I GENERAL TERMS AND CONDITIONS

1. **ADDITIONAL INFORMATION:** Any questions pertaining to the RFP must be routed to the Sullivan County Purchasing Office, Kristinia Davis, Purchasing Agent at (423) 323-6400 or may be e-mailed to kris.davis@sullivancountytn.gov
2. **CONFLICT OF INTEREST:** Vendor, by submitting a signed proposal, certify that no gratuity of any kind and no part of the total contract amount provided herein shall be paid directly or indirectly to any officer or employee of Sullivan County as wages, compensations, or gifts in exchange for acting as officer, agent, employee, subcontractor or consultant to Vendor in connection with any service or work performed relative to the agreement. A breach of ethical standards could result in civil or criminal sanction and/or debarment or suspension from being a supplier, contractor, or subcontractor under County contracts.

3. **NON-COLLUSION:** Vendors, by submitting a signed proposal, certify that the enclosed proposal is not the result of, or affected by, any unlawful act of collusion with any other person or company engaged in the same line of business or commerce, or any other fraudulent act punishable under Tennessee or United States Law.
4. **TITLE VI OF THE CIVIL RIGHTS ACT:** It is the policy of Sullivan County Government that all its services and activities be administered in conformance with the requirements of Title VI.
5. **TAXES:** Sullivan County purchases are not subject to taxation. Tax exemption certificates will be provided upon request.
6. **PROPOSER'S QUALIFICATIONS:** Proposers, upon request must provide satisfactory evidence of their ability to furnish services in accordance with the terms and conditions of these specifications. The County may make investigations as are deemed necessary to determine the ability of the Proposer to perform the work and the Proposer shall furnish all such information and data for this purpose as the County may request. Sullivan County will make the final determination as to the Proposer's ability. The County reserves the right to reject any proposal if the evidence submitted by, or investigation of such Proposer fails to satisfy the County that such Proposer is properly qualified to carry out the obligations of the contract and to complete the work contemplated therein.
7. **AWARD:** Award will be made to the most responsive, responsible proposer meeting specifications, who present the service that is in the best interest of Sullivan South High School. Sullivan County is not obligated to select the lowest price bidder and Sullivan County reserves the right not to award this proposal.
8. **WAIVING OF INFORMALITIES:** The purchasing agent has the right to accept or reject any/all proposals and to waive any informalities or irregularities in the best interest of Sullivan County.
9. **SUBMISSION OF PROPOSAL:** All RFP submissions will become the property of Sullivan County. Upon contract award, all documentation will become public record and will be maintained in the purchasing agent's office for a period of not less than ten (10) years.

Two (2) copies of the proposal shall be enclosed in a sealed envelope and delivered to the Sullivan County Purchasing Department, 3411 Hwy 126, Suite 201, PO Box 569, Blountville, TN 37617. The proposer shall show on the outside of the envelope proposal name, **RFP #SHFBUN2017(KD) FOOTBALL UNIFORMS. Late proposals will not be accepted!**

10. **INFORMED BIDDER:** Bidders are expected to fully inform themselves, by personal examination or by such other means, as they prefer, as to the conditions stated in the bid document and the accuracy of pricing submitted. Failure to do so will be at the bidders own risk and they cannot secure relief on the plea of error.

SECTION II OBLIGATIONS, RIGHT AND REMEDIES

These terms and conditions shall be part of the contract. Sullivan County reserves the right to negotiate other terms and conditions it deems appropriate and necessary under the circumstances to protect the public's trust.

1. **MODIFICATIONS OR AMENDMENTS:** This contract resulting from this proposal may be modified only by written amendment and approved by the appropriate Local Government agency officials in accordance with applicable local and state laws, private acts, codes, rules, policies, and regulations. Modifications or amendments shall not be binding on Sullivan County without the prior written approval of the Sullivan County Purchasing Agent.
2. **SEVERABILITY:** If any provision of this Contract is declared illegal, void, or unenforceable, the remaining provisions shall not be affected but shall remain in force and in effect.
3. **COMPLIANCE WITH ALL LAWS:** By submitting a response to this RFP the vendor commits to be familiar with and agrees to observe and comply with all federal, state, and local laws, statutes, ordinances, and regulations in any manner affecting the provision of services, and all instructions and prohibitive orders issued regarding this work and shall obtain all necessary permits.
4. **GOVERNING LAW:** The laws of the State of Tennessee shall govern this Contract, and all obligations of the parties are performable in Sullivan County, Tennessee regardless of any language in any attachment or other document that the Vendor may provide. Any legal action between the parties arising from this agreement shall be maintained in the Courts of Sullivan County, Tennessee and shall have exclusive and concurrent jurisdiction of any disputes that arise hereunder.

COST ANALYSIS

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ITEM #	QTY.	UNIT	DESCRIPTION	UNIT PRICE	TOTAL
1	140	EA.	HOME AND AWAY FOOTBALL JERSEYS AS FOLLOWS: #UF018JM Under Armor-GDS Jet Stream Front Name Embroidery-Two Color Back Number Tackle Twill-Two Color Polyester Blend-80% Poly 20% Spandex		
2	70	EA.	PANTS AS FOLLOWS: #UF019PM Under Armor-Custom Auburn Pant 5 Stripe down the side White/Black Columbia Stripe Pattern 100% Polyester		
			TOTAL		
			NOTE: HOME JERSEYS COLOR TO BE WHITE, AWAY JERSEYS TO BE BLUE. SUCCESSFUL VENDOR IS RESPONSIBLE FOR OBTAINING CORRECT MEASUREMENTS/SIZES FOR EACH STUDENT PRIOR TO ORDERING & DELIVERY.		

THE UNDERSIGNED IS AN AUTHORIZED REPRESENTATIVE OF THE RESPONDING CONTRACTOR WHO HAS READ AND UNDERSTANDS THE TERMS, CONDITIONS AND CONTENTS OF THIS RFP AND CAN LEGALLY SUBMIT THIS PRICED PROPOSAL.

COMPANY NAME & ADDRESS: _____

PERSON SUBMITTING RFP _____ DATE _____
 (PLEASE PRINT)

PHONE NUMBER: _____ FAX NUMBER: _____

E-MAIL: _____

AUTHORIZED SIGNATURE: _____