



## INVITATION TO BIDDERS

The City of Gatlinburg is accepting bids on the purchase of Police Department Uniforms and Footwear. The uniform purchasing agreement shall be for a period of two years (2) with an option to renew for an additional two (2) years.

Bids will be received at City Hall until **May 26, 2016 at 2:30 pm** at which time they will be opened publicly and read aloud. No bid may be withdrawn for thirty (30) days.

Bids shall be sealed in an opaque envelope with the bidder's name, address, the bid opening time and date, the quotation "**Bid on Police Uniforms**" stated plainly on the outside.

For questions concerning the Bid Documents, Bidders may contact City of Gatlinburg, Delea Patterson, AP/Purchasing, 1230 Parkway East, Suite 2, PO Box 5, Gatlinburg, Tennessee, 37738 at 865-436-1409, or [deleap@gatlinburgtn.gov](mailto:deleap@gatlinburgtn.gov).

Questions about the specifications need to be directed to Gatlinburg Police Department, Carrie Harbin-Hurst at 865-436-1421, [carrieh@gatlinburgtn.gov](mailto:carrieh@gatlinburgtn.gov).

Bid specifications will also be available on the City of Gatlinburg website at [www.gatlinburgtn.gov](http://www.gatlinburgtn.gov) under "Out for Bids" tab. This bid tab is located under Gatlinburg Government, and then Purchasing. Bid results are posted in the same area as shortly after bid opening as possible.

The City reserves the right to qualify bidders, to waive any informalities, to reject any and/or all bids, and to accept the bid deemed most favorable and in the best interest of the City.

It is the policy of the City of Gatlinburg not to discriminate on the basis of race, color, national origin, age, sex, or disability in its hiring and employment practices, or in admission to, access to, or operation of its programs, services and activities. With regard to all aspects of this contract, contractor certifies and warrants it will comply with this policy.

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## GENERAL PROVISIONS

Prices quoted shall not include Federal or State taxes, if any are applicable. The successful bidder shall furnish tax exemption forms, if required, with their invoices.

The prices quoted are that for which the materials or services will be delivered F.O.B. Gatlinburg, Tennessee.

Any additions, deletions, or variations from the following specifications must be noted.

Inspection of the materials or equipment will be made by an agent of the City of Gatlinburg, and if found defective or fails in any way to meet the terms of this agreement, it will be rejected. Rejected materials or equipment will be replaced at the expense of the bidder.

All technical specifications must accompany bid.

The City of Gatlinburg reserves the right to defer payment for thirty (30) days after delivery. The City of Gatlinburg also reserves the right to reject any and/or all bids.

The bidder agrees to indemnify the City of Gatlinburg from any and all liability, loss or damage the City may suffer as a result of claims, demands, costs, or judgments against it arising from any and all work under this agreement.

The bidder agrees to notify the City, in writing, within thirty (30) days, by registered mail, at the City's address as stated in this agreement, of any claim against the bidder on the obligations indemnified against.

It is the policy of the City of Gatlinburg not to discriminate on the basis of race, color, national origin, age, sex, or disability in its hiring and employment practices, or in admission to, access to, or operation of its programs, services and activities. With regard to all aspects of this contract, contractor certifies and warrants it will comply with this policy.

## **BID SPECIFICATIONS FOR UNIFORMS**

Please see attachment A & B with this email for further specifications.

Clothing and footwear to be purchased under this contract shall be bought as needed for a two (2) year period. Bid prices shall be firm for a minimum of six (6) months and bidder shall submit to the Purchasing Agent of the City of Gatlinburg a thirty (30) day notice of all price increases during this two (2) year period. Price increases deemed by the Purchasing Agent as excessive or unreasonable shall be reason for cancellation of the purchase contract.

In stock items must be delivered within fifteen (15) days of an order. Items not in stock must be delivered no later than six (6) weeks. Failure to meet these delivery times must be followed by documentation. The explanation must be accepted by the City as a valid reason for delayed delivery, or this shall be reason for cancellation of the purchase contract.

A lump sum bid price shall be determined for estimating quantities and will be the basis for award of bid.

All bidders shall make available a sample of each bid item. Samples shall be provided immediately upon request by the City.

The successful bidder shall be responsible for measuring each officer to be uniformed and any items improperly sized shall be returned at the contractor's expense.

The successful bidder must take measurements of the Officer's at the Gatlinburg Police Department, located at 1230 East Parkway, Gatlinburg, Tennessee.

All uniforms sizes must be available in male and female attire.

The successful bidder shall individually bag, wrap, or box each officer's uniform order separately.

The lump sum bid amount shall be based upon an estimated purchase of:

Shirts	100 short sleeve	100 long sleeve
Pants	200 pair	
Coat	5	
Jackets	5	
Rain Jackets	5	
Hats	5	
Boots/Shoes	50 pair	
Shorts	15 pair	

The quantities are estimates, and over time may vary considerably. All lump sum bid prices are to include all fully prepared and delivered prices.

Any deviation from these specifications must be noted in the bid.

It is the intention of the City of Gatlinburg to award one contract for the purchase of all items from a single vendor.

Delea Patterson, AP/Purchasing  
City of Gatlinburg  
1230 East Parkway  
PO Box 5  
Gatlinburg, TN 37738

**RE: Bid on purchase of police uniforms and footwear**

We have reviewed and are thoroughly familiar with your specifications and the requirements thereof and do hereby propose to provide uniform items for the following prices:

Unit Prices (including all patches, sizing, and delivery)

Shirts (short sleeve)      \$ \_\_\_\_\_ each  
Shirts (long sleeve)      \$ \_\_\_\_\_ each  
Pants                              \$ \_\_\_\_\_ each  
Coats                              \$ \_\_\_\_\_ each  
Jackets                            \$ \_\_\_\_\_ each  
Rain Jackets                  \$ \_\_\_\_\_ each  
Shoes & Boots                  \$ \_\_\_\_\_ each  
Hats                                \$ \_\_\_\_\_ each  
Shorts                              \$ \_\_\_\_\_ each  
Reversible Jackets          \$ \_\_\_\_\_ each

We will not withdraw this bid for 30 days.

Any deviations from the specifications are listed below. Deviations: YES \_\_\_\_\_ NO \_\_\_\_\_

Signed/ \_\_\_\_\_

\_\_\_\_\_  
Name (Print)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Telephone

\_\_\_\_\_  
Address

\_\_\_\_\_  
Fax

\_\_\_\_\_  
Cit                      State                      Zip

\_\_\_\_\_  
Email



## **Bidder's List**

(Bid is open to all qualified vendors)

Riverside Manufacturing Company  
Attn: Danny Gabbard  
7278 Emerald Heath Road  
Powell, TN 37849  
865-947-6827 Fax 865-947-4828  
Cell 865-789-4334  
dgabbard@riversideuniforms.com

Unifirst Corporation  
Attn: Thomas Mendenhall  
10603 Lexington Drive  
Knoxville, TN 37932  
865-675-5453  
Thomas\_mendenhall@unifirst.com

Cintas  
Attn: Sarah Buchanan  
340 Duvavant Drive  
Rockford, TN 37853  
865-546-3210, x216  
865-546-0327 Fax  
buchanans@cintas.com

CMS Uniforms  
1031 Murfreesboro Pike  
Nashville, TN 37217  
615-726-0009, x141  
615-726-0081 Fax  
Chris\_boyd@cmsuniforms.com

C&F Sales, Inc.  
Attn: Fred or Rita Flynn  
P.O. Box 4296  
1144 Middle Ridge Road  
Sevierville, TN 37864  
865-453-7051  
cfsale@aol.com

Summit Uniforms  
2901 East Magnolia Ave.  
Knoxville, TN 37914-4516  
865-454-8194  
gary@summituniforms.net

Galls  
1340 Russell Cave Road  
Lexington, KY 40505  
800-876-4242  
Beckman-stephanie@galls.com