



February 8, 2016

**STATE OF ALABAMA
COUNTY OF SHELBY**

**INVITATION TO BID
DiscoverShelby.com Promotional/Recruitment/Sponsorship Gear**

SPORT/CLUB CUT CYCLING SHIRT

Sealed bids for SPORT/CLUB CUT CYCLING SHIRT will be received in the office of the County Manager, Shelby County Administration Building, 200 West College Street in Columbiana, Alabama 35051 (mailing address: P. O. Box 467), until **2:30 p.m. February 18, 2016** at which time bids will be publicly opened and read. The Shelby County Commission reserves the right to reject any or all bids and to waive informalities in awarding this bid to the lowest bidder. Bidders are to state that bids submitted are firm and that no claims for errors will be made after bids are opened and subsequent thereof. If you have any questions concerning this bid, please contact Kim Reynolds at kreynolds@shelbyal.com or Chad Scroggins at cscroggins@shelbyal.com.

GENERAL INFORMATION

All bidders must use our form for submitting their bids. All bids must be sealed and marked in the lower left corner "**BID – SPORT/CLUB CUT CYCLING SHIRT**" with opening date and time. Late bids will not be opened.

Records showing successful bidder(s) and prices quoted will be placed on file and may be examined upon request. If contract is awarded to someone other than lowest bidder, a note of explanation will appear in the file and Commission Minutes.

DISQUALIFICATION OF BIDS

Bids may be disqualified before awarding of the contract for any of the following:

- A. Failure to mark envelope as required;
- B. Failure to sign or notarize the bid document; or
- C. Failure to include requested information or other details of the bid.

METHOD OF AWARD

The award will be made to the lowest responsive bidder meeting specifications. It is not the policy of The Shelby County Commission to purchase on the basis of low bid only. Quality, conformity with specifications, purpose for which required, terms of delivery, and past service and experience are among the factors that may be considered in determining the responsive bidder.

The Shelby County Commission reserves the right to award separate contracts for each item, each product, or any combination of products if in the best interest of the Shelby County Commission.

All awarded vendors must provide Immigration Law Compliance Documents found on the Shelby County website at www.shelbyal.com.

Shelby County requires a purchase order for all purchases/services. Copies of purchase orders shall be required by vendor for orders to be processed and invoices paid.

Please provide your bid response in triplicate, one original and two copies.

A handwritten signature in black ink, appearing to read "Alex Dudchock", with a small mark to the right.

Alex Dudchock
County Manager

THE UNDERSIGNED OFFERS THESE PRICES, TERMS, AND DELIVERY AS PER BID SPECIFICATIONS:

NAME OF COMPANY: _____

BY (Please Print): _____

SIGNATURE: _____

ADDRESS: _____

PHONE: _____

**BIDS SUBMITTED ARE FIRM AND NO CLAIMS FOR ERRORS WILL BE
MADE AFTER BIDS ARE OPENED AND SUBSEQUENT THEREOF.**

Sworn to and subscribed before me this

the _____ day of _____, 2016.

Notary Public

My Commission Expires: _____

DiscoverShelby.com Promotional/Recruitment/Sponsorship Gear

**SPORT/CLUB CUT CYCLING SHIRT
SPECIFICATIONS**

Sizes: Medium – 4XL

100% Polyester- Such as CS Tech Fabric, CS Air Light, and other similar biking gear fabric types

UV Protected Fabric

3- Rear Cargo Pockets

Tagless Labels

Full Zipper

Men/s and Women's Style

Reflective Piping

Separate Side Panels

Flatlock Stitching

A sample of the shirt quoted will need to be included within the bid response.

The quality of fabric and workmanship will be evaluated and considered with the pricing when awarding the bid.

Design to be provided by Shelby County. It will include front design, rear design and sleeve design.

Purchase will be made in a one-time bulk of 200 garments. Size breakdown is as follows:

140 Men's Jerseys

10 Medium

40 Large

50 XLarge

30 XXXLarge

5 XXXLarge

5 XXXXLarge

60 Women's Jerseys

15 Medium

20 Large

20 XLarge

10 XXXLarge

5 XXXLarge

CYCLING JERSEY
QUOTATION SHEET

Men's Pricing

Med- Large: _____

XLarge: _____

XXLarge: _____

XXXLarge: _____

XXXXLarge: _____

Women's Pricing

Med-Large: _____

XLarge: _____

XXLarge: _____

XXXLarge: _____