



City of Bainbridge, GA
Division of General Administration
Purchasing Department
P.O. Box 158
Bainbridge, GA 39818

Telephone (229) 248-2017

Tuesday, December 13, 2016

INVITATION TO BID

The City of Bainbridge will receive **sealed bids** for Bainbridge Public Safety Shirts as described in the attached specifications until **Wednesday, December 21, 2016, at 1:00 P.M. Eastern Standard Time** and will be opened publicly and read aloud. Prices quoted must include all delivery charges to Bainbridge, Georgia.

Bids shall be addressed to the attention of Donna Maloy, Stock Clerk, City of Bainbridge, P.O. Box 158 (Zip Code 39818), 1707 E. SHOTWELL ST. (Zip Code 39817), Bainbridge, Georgia and plainly marked on the outside of the envelope “SEALED BID FOR BAINBRIDGE PUBLIC SAFETY SHIRTS”. We will not accept any bid unless it is plainly marked on the outside of the envelope as requested.

Bidders must complete all blanks on the enclosed Bid Form, or the bid may be subject to rejection. No bid will be entertained unless it is prepared upon the City of Bainbridge Bid Form and signed in ink by an official of the company submitting the proposal.

All prices quoted shall be firm for a period of 30 days. The City of Bainbridge requires a minimum of 30 days to make payment to successful vendor after receipt of goods. However, cash discounts for early payment will be taken into consideration. If such a discount is available, please note this in your bid proposal.

The City of Bainbridge reserves the right to accept or reject any part of or all bids, and to waive technicalities or formalities in bidding, and to accept the bid deemed to be in the best interest of the City.

We welcome your proposal.

Sincerely,

Donna Maloy
Stock Clerk

djm

Enclosures: Bid Form (2 pages)

BIDDER: _____

City of Bainbridge, Georgia

Bid on Supplies

BID FORM

<u>QUANTITY</u>	<u>DESCRIPTION</u>	<u>PRICE</u>	<u>TOTAL BID PRICE</u>
	Shirts: Blauer style #8371 long sleeve Color: Grey		
30	Size Large X 35 length	\$ _____	\$ _____
30	Size XLarge X 35 length	\$ _____	\$ _____
3	Size XLarge X 37 length long tail	\$ _____	\$ _____
8	Size 2XL X 35 length	\$ _____	\$ _____
3	Size 2XL X 37 length long tail	\$ _____	\$ _____
6	Size 3XL X 37 length	\$ _____	\$ _____
9	Size Med X 35 length	\$ _____	\$ _____
6	Size Small X 35 length	\$ _____	\$ _____
	Price to embroidery on breast badges gold and silver in color	\$ _____	\$ _____
	Price to sew on shoulder patches patches provided by the city	\$ _____	\$ _____
	Price to sew BPS on collar gold & silver	\$ _____	\$ _____
	Price to sew rank patches provided by the city	\$ _____	\$ _____
	Logo set up fee	\$ _____	\$ _____

ALL PRICES INCLUDE DELIVERY CHARGES

If awarded bid, a cash discount of _____ will be allowed on Bid Price if paid within _____ days after delivery to the City of Bainbridge.

DELIVERY

If awarded bid, the City of Bainbridge will have received all Supplies within _____ days after the order is placed.

(Be specific, do not estimate)

AUTHORIZED SIGNATURE: _____

BIDDER: _____

City of Bainbridge, Georgia

Bid on Supplies

BID FORM

The above in accordance with Specifications and Invitation to Bid dated December 21, 2016.

The undersigned certifies that the bid invitation and specifications have been reviewed; and understands that once the bid opening begins, a bid cannot be withdrawn for modifications.

FIRM NAME: _____

ADDRESS: _____

_____ ZIP _____

NAME AND TITLE OF PERSON SUBMITTING BID (Please Type or Print Legibly)

TELEPHONE: _____

DATE: _____

AUTHORIZED SIGNATURE: _____

THIS IS NOT A PURCHASE ORDER