

February 24, 2009

CALVERT COUNTY GOVERNMENT
BUILDINGS & GROUNDS DIVISION
UNIFORMS
CCG PURCH RFQ 2009-060

REQUEST FOR QUOTE

Calvert County Government's Buildings & Grounds Division is soliciting written quotes for all material, equipment, machinery, apparatus, transportation and labor necessary to complete the service(s) to be performed and/or furnish the goods described in this Request for Quote. The successful Contractor warrants that all work performed shall conform to all applicable Federal, State and local laws and regulations. All material and/or equipment furnished shall be new, unused and shall be the same as the manufacturer's current production model unless specified by the County. The successful Contractor shall warranty all material and workmanship for a period of not less than one year after acceptance by the County. The successful Contractor agrees to promptly repair, replace or correct, at his expense, any materials or workmanship problems arising during the warranty period.

To be considered, your quote must be submitted on a copy of the Proposal Page, signed by a representative authorized to bind the Contractor in the matter, dated and must be received by the Calvert County Government Purchasing Office **prior to 2:00 p.m. on Tuesday, March 3, 2009.**

If you are interested in submitting a quote, please complete the Proposal Page and include any requested information. This information can be sent to the Calvert County Purchasing Office at destepcm@co.cal.md.us or 410-414-3672.

NOTE: ANY QUOTATIONS SENT TO ANY OFFICE BUT THE PURCHASING OFFICE WILL NOT BE ACCEPTED.

The right is hereby reserved to reject any or all proposals, and to waive informalities, as the interest of the Board of County Commissioners of Calvert County may require.

All prices quoted shall be exclusive of any Federal or Maryland State Taxes. This includes Federal Excise Tax and any other Excise Tax applicable to any other equipment or accessories.

All pricing shall include all costs for this service including, but not limited to, labor, material, supervision, mileage, travel time, vehicle fuel and overhead.

Prohibition Against Uniform Pricing

Calvert County shall encourage open and competitive bidding by all possible means and shall endeavor to obtain the maximum degree of open competition on all purchase transactions using the competitive sealed bidding, competitive negotiation, or open market transaction methods of

procurement. In submitting a bid each bidder shall, by virtue of submitting a bid, guarantee that the bidder has not been a party with other bidders to an agreement to bid a fixed or uniform price. Violation of this implied guarantee shall render void the bid of such bidders. Any disclosure to or acquisition by a competitive bidder, in advance of the opening of the bids, of the terms or conditions of the bid submitted by another competitor shall render the entire proceedings void and shall require re-advertising the bids.

Award or Rejection of Bids

The Board of County Commissioners of Calvert County shall award the contract to the lowest responsive and responsible bidder complying with all provisions of the Invitation for Bid provided the bid price is reasonable and it is in the best interest of the County to accept it. Calvert County reserves the right to award a contract by individual items, in the aggregate, or in combination thereof, or to reject any or all bids and to waive any informality in bids received whenever such rejection or waiver is in the best interest of the County. Calvert County reserves the right to reject all bids and make purchases based on state, county, or municipal contracts that are established by a legal competitive process whenever it is in the best interest of the County to do so. The County also reserves the right to reject the bid of a bidder who has previously failed to perform properly or complete on time contracts of a similar nature, or a bid of a bidder who investigation shows is not in position to perform the contract.

In determining the "most responsive, responsible bidder", in addition to considering price, the Commissioners or the official authorized official to contract for the county shall consider:

1. The ability, capacity and skill of the bidder to perform the contract or provide the services required;
2. Whether the bidder can perform the contract or provide the service promptly, or within the time specified, without delay or interference;
3. The character, integrity, reliability, reputation, judgment, experience and efficiency of the bidder;
4. The quality of performance of previous contracts or services;
5. The previous and current compliance by the bidder with laws and ordinances relating to the contract or service;
6. The sufficiency of the financial resources and ability of the bidder to perform the contract or provide the service;
7. Whether the bidder is in arrears to the county on any debt or contract, is in default on any surety to the county, or is delinquent as to any taxes or assessments; and
8. Any other information that may have a bearing on the decision to award the contract.

Indemnification

Nothing contained in the contract shall be construed to constitute the Contractor an agent of the County Commissioners. The Contractor shall indemnify, keep and save harmless the County, its agents, officials and employees, against all injuries, death, loss, damage, claims, patent claims, suits, liabilities, judgments, costs and expenses which may or otherwise accrue against the County in consequence of the granting of a contract or which may or otherwise result therefrom. If it shall be determined that the act was caused through negligence or omission of the Contractor or his employees, of the subcontractor or his employees, if any, and the Contractor shall, at his own expense, appear, defend and pay all charges of attorneys and all costs and other expenses arising therefrom or incurred in connection therewith, and if any judgment shall be rendered against the County in any such action, the Contractor shall at his own expense, satisfy and discharge the same. Contractor expressly understands and agrees that any performance bond or insurance protection required by this contract, or otherwise provided by Contractor, shall in no way limit the responsibility to indemnify, keep and save harmless and defend the County as herein provided.

The right is hereby reserved to reject any or all proposals, and to waive informalities, as the interest of the Board of County Commissioners of Calvert County may require. Award shall be made to the lowest responsible and responsive Contractor. If the Contractor to whom an award is made shall fail to execute the contract, and as herein provided, the award may be annulled and the contract awarded to the second lowest responsible and responsive vendor, and such vendor shall fulfill every stipulation embraced herein, as if he were the original party to whom the award was made; or the Board of County Commissioners of Calvert County may reject all of the quotes, as its interests may require.

Any deviations from the specifications must be noted in detail by the vendor, in writing, and submitted with the proposal. The Board of County Commissioners of Calvert County reserves the right to accept or reject any exception.

Subletting of Contract or Assignment of Contract Funds

It is mutually understood and agreed that the Contractor shall not assign, transfer, convey, sublet, or otherwise dispose of his contractual duties to any other person, firm or corporation, without the previous written consent of Calvert County. If the Contractor desires to assign his right to payment of the contract, Contractor shall notify Calvert County immediately, in writing, of such assignment of right to payment. In no case shall such assignment of contract relieve the Contractor from his obligations, or change the terms of the contract.

Termination of Contract

The County may terminate a contract, in whole or in part, whenever the County determines that such termination is in the best interest of the County, without showing cause, upon giving written notice to the successful proposer. The County shall pay all reasonable costs incurred by the successful proposer up to the date of termination. However, in no event shall the successful proposer be paid an amount which exceeds the price proposed for the work

performed. The successful proposer will not be reimbursed for any profits which may have been anticipated but which have not been earned up to the date of termination.

When the successful proposer has not performed or has unsatisfactorily performed the contract, the County may terminate the contract for default. Upon termination for default, payment may be withheld at the discretion of the County. Failure on the part of a successful proposer to fulfill the contractual obligations shall be considered just cause for termination of the contract. The successful proposer will be paid for work satisfactorily performed prior to termination, less any excess costs incurred by the County in re-procuring and/or completing the work.

Availability of Funds

Multi-year contracts may be continued each fiscal year only after funding appropriations and program approvals have been granted by the Board of County Commissioners of Calvert County. In the event that the Board of County Commissioners of Calvert County does not grant necessary funding appropriation/program approval, then the affected multi-year contract becomes null and void effective July 1 of the fiscal year for which such approvals have been denied.

Calvert County reserves the right to terminate a contract immediately in the event grant funds are no longer available or have been exhausted. If the County must terminate a contract, Calvert County will attempt to give written notice at least 30 days in advance of the effective date. The contractor will be paid for all labor and material provided as of termination date. No consideration will be given for anticipated loss of revenue or profit on the cancelled portion of the contract.

Delivery Failures

Failures of a Contractor to deliver within the time specified, or within reasonable time as interpreted by the County, or failure to make replacements of rejected articles when so requested, immediately or as directed by the County, shall constitute authority for the County to purchase in the open market articles of comparable grade to replace the articles rejected or not delivered. On all such purchases, the Contractor shall reimburse the County, within a reasonable time specified by the County, for any expense incurred in excess of contract prices. Such purchases shall be deducted from contract quantities.

Non-Liability

The Contractor shall not be liable in damages for delay in shipment or failure to deliver when such delay or failure is the result of fire, flood, strike, the transportation carrier, act of God, act of Government, act of an alien enemy or by any other circumstances which, in the County's opinion, is beyond the control of the Contractor. Under such circumstances, however, the Purchasing Agent may at his discretion, cancel the contract.

Payment

Payment shall be made after satisfactory performance of the contract, in accordance with all of the provisions thereof, and upon receipt of a properly completed invoice. Calvert County reserves the right to withhold any or all payments or portions thereof for Contractors failure to perform in accordance with the provisions of the contract or any modifications thereto.

Disclosure of Contents of Proposals and Bids

Subject to the exception for confidential information noted below, after an award, all quotes shall be open to public inspection, and contents of a quote and any document submitted with the quote shall be open to public inspection.

However, Calvert County shall deny inspection of any part of a quote that contains confidential commercial or financial information or other commercial information for which denial is required pursuant to the State Government Article Section 10-617 (Access to Public Records - Required Denials). IT WILL BE THE RESPONSIBILITY OF THE VENDOR TO INVOKE THE PROTECTION OF THIS SECTION PRIOR TO OR UPON SUBMISSION OF THE DATA OR OTHER MATERIALS AND MUST IDENTIFY THE DATA OR OTHER MATERIALS TO BE PROTECTED AND STATE THE REASONS WHY PROTECTION IS NECESSARY. Otherwise, the County disclaims responsibility for disclosure of any such material in the public record.

If a contract is awarded to a vendor as a result of the submission of restricted information, the Calvert County Government shall have the right to duplicate, use or disclose the data to the extent consistent with the County Government's need in the procurement process.

A vendor agrees to indemnify, protect and save harmless the Calvert County Government, its officers, agents, and employees with respect to any claim, action, cost or judgment arising from exercising this disclosure restriction, including any reasonable attorney's fees and other costs incurred in defending the confidentiality of the material sought to be protected.

Cooperative Purchases

1. Acceptance of this bid and submission of a proposal is an agreement to extend the same prices, terms, and conditions to other governmental agencies, and public or quasi-public agencies that receive government funds that require these commodities and/or services.
2. All purchase and payment transactions will be made directly between the vendor and the requesting entity. The Board of County Commissioners of Calvert County assumes no obligation on behalf of any other public entity.

Any errors in computations will be corrected when the proposals are canvassed.

If you have any other questions, please contact the Calvert County Purchasing Office at destepcm@co.cal.md.us or 410-535-1600, extension 2322 (Charlotte).

The results for this RFQ will be posted on the County's web site at www.co.cal.md.us.

**BUILDINGS & GROUNDS DIVISION
UNIFORMS
CCG PURCH RFQ 2009-060**

SPECIFICATIONS

A. PURPOSE

Calvert County Government's Buildings & Grounds Division is seeking proposals from qualified firms, hereinafter referred to as the Contractor, to provide and deliver uniforms on an as needed basis in accordance with the terms, conditions, and specifications in this RFQ.

B. PRODUCT INFORMATION

Vendor shall provide literature on products being bid and provide a sample of each item, if requested by the County.

BIDDERS SHALL LIST ANY DEVIATIONS/EXCEPTIONS FOR ANY ITEM AND SUBMIT JUSTIFICATION ON PAGE 21 AND INCLUDE WITH THEIR PROPOSAL. AFTER AWARD OF THIS CONTRACT, NO SUBSTITUTIONS SHALL BE MADE FOR ANY PRODUCT BID UNLESS PRIOR AUTHORIZATION IS GIVEN BY THE BUILDINGS & GROUNDS DIVISION.

1. Red Kap Work Pants

- A. Item #: PT60
7 oz. Touch Tex II, Twill
65/35% Polyester/Cotton Twill
Silhouette – Easefit
Self-fabric waist band w/side elastic inserts
Button closure with brass zipper
Color: Navy
Sizes: 34 - 48 waist – various lengths
Approximately 90 pairs per year
- B. Item #: PT50
Jean Cut Work Pants
8 oz. Touch Tex II Twill
65/35% Polyester/Cotton Twill, permanent press
Silhouette slightly taper leg jean style cut
Waistband interlined for body & shape
Color: Navy
Sizes: 28 - 34 waist – various lengths
Approximately 15 pairs per year

2. Carhartt Flannel Lined Work Pants

Item #: FBG-5485
12 ounce 100% Ringspun Cotton Duck
65/35% Polyester/Combed Cotton
Soft hand twill
Button closure w/ brass zipper
Two hip pockets
Two front pockets
Sizes: 34-48 – various lengths
Color: Navy
Approximately 6 pairs per year

**3. Wearguard Industrial Work Shirt - Long Sleeve or
Cornerstone Industrial Work Shirt – Long Sleeve**

Item #: SFS-101 or Item# SP14
65/35% Polyester/Cotton
4.25oz Poplin Touch Tex II
Convertible collar with stays
Button down front
Two front pockets w/pencil slot
Sizes: Small – XX Large (Regular & Tall)
Color: White
Embroidery: Navy
Approximately 100 shirts per year

**4. Wearguard Industrial Work Shirt - Short Sleeve or
Cornerstone Industrial Work Shirt – Short Sleeve**

Item #: SFS-102 or Item #: SP24
65% polyester/ 35% cotton
4.25 oz Poplin-Touch Tex II
Convertible collar stays
Button down front
Two front pockets w/pencil slot
Sizes: Small – XX Large
Color: White
Embroidery: Navy
Approximately 100 shirts per year

5. Red Kap Performance Knit Shirts- Short Sleeve

Item #: SK10
5.5 oz. Pique Knit
50% polyester/ 50% cotton
Oversized fit
Soil release
Three button down front-lined placket
Rib knit collar
Sleeve Welts
One hemmed spade style pocket
Sizes: Small – XX Large
Color: Navy
Embroidery: White
Approximately 24 shirts per year

6. Weartuff Pique Polo–Long Sleeve T-Shirts

Item #: FBG-12120
6.5 oz. Pique Knit
40% polyester/60% cotton
Oversized Fit
Soil release
Three button down front-lined placket
Rib knit collar
Sleeve Welts
One hemmed spade style pocket
Sizes: Small – XX Large
Color: Navy
Embroidery: White
Approximately 24 shirts per year

7. Gildan T-Shirts (Item #: G2300)

A. 50/50 Cotton/Polyester
5.6 oz heavyweight
Double stitching throughout
Pre-shrunk
Pocket on the left side
Sizes: Small – XX Large
Color: Heather Blue or Royal Blue
Embroidery: Dark Blue
Approximately 46 per year (Buildings & Grounds)
Approximately 36 per year (Mosquito Control)

8. Wearguard Women's Deluxe Smocks

Item #: SFS-631

80/20% Polyester/Combed Cotton

Wrinkle – Stain - Resistant

4 buttons down front

Two lower front pockets

$\frac{3}{4}$ length sleeve

One-piece collar

Sizes: Small – XX Large

Color: Navy

Embroidery: White

Approximately 12 per year

9. Wearguard Industrial Panel-Front Jacket

Item #: FBG-300

7.5 oz Twill

65/35% Polyester/Combed Cotton

Heavy-duty brass zipper

Collar with two-piece, topstitched sewn in stay

Length 29"

Two lower in set pockets

Utility pocket on left sleeve

Permanently lined, black 100% nylon

Quilted to a 3.3oz

$\frac{1}{8}$ " polyurethane foam

Sizes: Small – XX Large

Color: Navy

Embroidery: White

Approximately 15 per year

10. Carhartt – Thermal-Lined Fleece Sweat Jacket

Item #: J149
12 oz, 50/50% Cotton/Polyester Fleece
100% polyester thermal lining
Minimal shrinkage and pilling
Attached hood with adjustable tipped draw cord
Heavy-duty front zipper
Two front pockets
Rib knit cuffs and bottom band
Sizes: Small – XX Large
Color: Navy
Embroidery: White
Approximately 10 per year

11. Wearguard Flannel-Lined Nylon Windbreaker

Item #: FBG-355
Stain resistant 100% nylon outershell
Flannel-lined 100% cotton
Snap closures
Lined collar
Mid-length
Two exterior pockets
Drawstring bottom
Sizes: Small – XX Large
Color: Navy
Embroidery: White
Approximately 12 per year

12. Red Kap Unisex Nylon Crew Jacket

Item #: JN10
100% nylon lining
100% polyester fleece
2 front pockets
Zipper closure
Interior pocket
Elastic cuff and waistband
Sizes: Small – XX Large
Color: Navy
Embroidery: White
Approximately 12 per year

13. Wearguard Rain Gear

A. Waterproof/Breathable 3-Season Jacket

Item #: 1445
100% nylon w/durable water-proof finish.
Full mesh front & back vents
Rustproof storm flap closure & heavy duty rustproof zipper
Attached hood with visor and drawstring
Velcro tab cuffs
Two large front pockets
Color: Navy
Size: Small – XX Large
Approximately 5 per year

B. Insulated Raingear Parka (Item #: FBG-827)

Item #: SFS-827
Polyfoam quilting
Woven oxford nylon shell
Color: Yellow
Sizes: Small – XX Large
Approximately 5 per year

C. Rainwear Pants

Item #: 841
Superwear Jex
100% Nylon w/durable polyester water-proof finish
Full elastic waist
Adjustable snap leg cuffs
Color: Yellow
Size: 34 – 48 Waist All Lengths
Approximately 5 per year

14. Dickies Uninsulated Coveralls

Item # 4861
7.5 oz twill
65/35% Polyester/Combed Cotton
Two-way brass zipper
One-piece collar
Two set in front pockets
Two hip pockets
Two chest pockets
Long sleeve and short sleeve
Sizes: Small – XX Large – Regular & Tall
Color: Navy
Embroidery: White
Approximately 5 per year

15. Dickies Insulated Coveralls

Item #: 2439ZW
10 oz Twill High Performance Duck
100% Cotton Lining; 100% Nylon w/6 oz. Polyester Fill
Two-way brass zipper
Two set in front pockets
Two hip pockets
Two chest pockets
Zippered legs
Sizes: Small – XX Large – Regular & Tall
Color: Navy
Embroidery: White
Approximately 5 per year

16. Dickies Insulated Bib Coveralls

Item #: 8139ZW
10 oz twill High Performance Duck
100% Cotton Lining; 100% Nylon w/6 oz. Polyester Fill
Front brass zipper
Two front pockets
Two back pockets
Chest pocket
Adjustable suspenders
Zippered leg
Sizes: Small – XX Large – Regular & Tall
Color: Navy
Approximately 5 per year

17. Wearguard Hats: Summer and Winter

A. Summer

Item #: SFS-936
Mesh-Back Poplin Front Panel Baseball cap
60/40% Cotton/Polyester

Adjustable plastic fasteners on back
One size fits all
Embroidery: White
Color: Navy or Royal
Approximately 40 per year

B. Winter

Item #: SFS-903
Solid-Back Poplin Baseball Cap
60/40% Cotton/Polyester
5 panels
Adjustable plastic fastener on back
One size fits all
Color: Navy or Royal Blue
Embroidery: White
Approximately 40 per year

18. Back Supports

Lumbar belt
Contoured Spandex base w/ gripper lining
Built in Flexible stays
Compression pad on lower back
Color: Black
Sizes: Small, Medium, Large, X Large
Approximately 10 per year

Embroidery

Individual's name shall be on the left side and the company name on the right side of all noted apparel requests, except for hats which will only contain the company name.

Company name shall be indicated on Purchase Order and will either read:

**Calvert County
Buildings & Grounds**

or

**Calvert County
Mosquito Control**

The **navy colored** hats should only have the company name of:

**Calvert County
Buildings & Grounds**

The **royal blue** hats should only have the company name of:

**Calvert County
Mosquito Control**

C. QUANTITIES

During the period of the Contract, the Contractor shall provide all service and material described in this Contract. The Contractor understands and agrees this is a requirements contract based on unit prices and that the County shall have no obligation to the Contractor if the quantities listed are not required. Any quantities that are included in the proposal reflect the current expectation of the County on an annual basis. The amounts are only an estimate and the Contractor understands and agrees that the County is under no obligation to the Contractor to buy any set amount of the item(s). The Contractor further understands and agrees that the County may require items in an amount less than or in excess of the estimates, and that the quantity actually purchased, whether in excess or less than, shall not give rise to any claim for compensation other than the total of the unit price in the Contract for the quantity actually purchased. Estimated quantities are listed with each item.

As stated in A. Purpose, the County will place orders throughout the year on an "as needed basis". The County does not guarantee to purchase any minimum quantities. Minimum ordering requirements are not acceptable.

D. Delivery

1. Vendor shall deliver product(s) within (14) fourteen calendar days of receiving a signed purchase order for each order.
2. All bids submitted shall be F.O.B. Delivery Point in Calvert County, Maryland. Bidder bears freight charges.
3. Delivery shall be made in accordance with instructions on the Purchase Order(s). If there is a discrepancy between the purchase order and what is

listed on the contract, is the contractor's obligation to seek clarification from the ordering agency and, if applicable, from the Purchasing Office.

4. Delivery shall be made between 8:30 a.m. and 3:30 p.m. Monday through Friday, except County holidays.
5. Inside delivery to ordering agency.

Calvert County Government
Department of General Services
Courthouse Annex, 176 Main Street, Suite 105
Prince Frederick MD 20678

E. Contract Period

1. This is a requirements type contract for one [1] year commencing after approval and proper execution of the contract documents, with a renewal option for two [2] additional one [1] year periods, exercisable at the sole discretion of the County.
2. In the event the County exercises its option to renew this contract beyond the initial one-year period, the prices for each renewal term shall be the price quoted for the initial contract plus the adjustment defined below.

F. Price Adjustment

1. In order to protect the interest of the County and to give the vendor a reasonable basis for quoting, a price adjustment feature is hereby incorporated into the specifications and contract documents and shall be binding on the Contractor and the County.
2. In submitting proposals, each contractor shall set forth the amount they will accept for the first year in payment for services and materials in accordance with the contract.
3. Upon written request from the contractor, the County will consider a price increase based upon the initial contract price. The County will negotiate this increase based upon the U.S. Department of Labor Consumer Price Index (CPI) for the Washington Metropolitan Area based upon a 12-month average over the prior year to become effective the following contract period. If the increase is approved, it shall not exceed three percent [3%].

G. Pricing

All pricing shall include all costs including, but not limited to, shipping, handling, inside delivery to stockroom of ordering agency, overhead, travel, mileage, and vehicle fuel.

H. Payment Terms

The successful bidder will be issued purchase orders for products required. Payment will be made after delivery of the product(s) and after submittal of invoice(s) which purchase order number, product(s), and contract pricing. Invoices to be submitted to either:

Calvert County Government
Buildings & Grounds Division
Courthouse Annex, 176 Main Street, Suite 105
Prince Frederick, Maryland 20678

I. Special Provisions

1. Calvert County shall and reserves the right to inspect any product(s) delivered for compliance with specifications and order(s) placed. After the Buildings & Grounds Division representative(s) note any noncompliance, the County shall contact the Contractor. The Contractor will immediately make arrangements to have the product(s) picked up at no charge to the County. Bidder shall correctly re-fulfill order(s) without delay. Failure to comply shall be reason for termination.
2. Contractor will be required to notify the Buildings & Grounds representative(s) in the event of unforeseen delay in delivery of their order(s).
- C. If at any time the Contractor is unable to furnish the County's request for product(s) within the time frame specified, the County reserves the right to purchase the product(s) from the next lowest bidder or on the open market by purchase order, whichever is in the best interest of the County. The Bidder shall be liable for all costs to the County in excess of the contract price.

J. NOTICE TO CONTRACTORS

Before submitting a quote, each Contractor shall become fully informed as to the product(s) required. No consideration will be granted for an alleged misunderstanding of the product to be furnished, it being understood that the submission of this quote is an agreement with all of the terms and conditions referred to herein.

1. Should there be any omissions and/or unclear conditions or specifications, it shall be the responsibility of the Contractor to clarify such items with the County before submitting a quote.
2. Any exceptions taken by the Contractor to the conditions of this quotation must be clearly stated in writing at the time of the quote submission.

**BUILDINGS & GROUNDS DIVISION
UNIFORMS
CCG PURCH RFQ 2009-060
PROPOSAL**

I/We propose to provide and deliver uniforms in accordance with the specifications provided for the prices shown.

<u>Description</u>	<u>Unit Price</u>
1. Red Kap Work Pants	
A. Sizes: 34 – 48 Waist, Various Lengths Item #: PT60	\$_____
B. Sizes: 28 – 34 Waist, Various Lengths Item #: PT50	\$_____
2. Carhartt Flannel Lined Work Pants Item #: FBG-5485 Sizes: 34-48 Waist, Various Lengths	\$_____
3. Wearguard Industrial Work Shirts – Long Sleeve or Cornerstone Industrial Work Shirts – Long Sleeve Item #: SFS-101 or SP14 Sizes: Small – XX Large (Regular & Tall) Embroidery: County Name Employee Name	\$_____ \$_____ \$_____
4. Wearguard Industrial Work Shirts – Short Sleeve or Cornerstone Industrial Work Shirts – Short Sleeve Item #: SFS-102 or SP24 Sizes: Small – XX Large Embroidery: County Name Employee Name	\$_____ \$_____ \$_____
5. Red Kap Performance Knit Polo – Short Sleeve Item #: SK10 Sizes: Small – XX Large Embroidery: County Name Employee Name	\$_____ \$_____ \$_____
6. Weartuff Pique Polo – Long Sleeve Item #: FBG-12120 Sizes: Small – XX Large Embroidery: County Name Employee Name	\$_____ \$_____ \$_____

Bidding Firm: _____ Date: _____

Authorized Signature: _____

Description**Unit Price**

7. Gilden T-Shirts

A. Item #: G2300

Sizes: Small – XX Large

Embroidery: County Name

Employee Name

\$ _____

\$ _____

\$ _____

8. Wearguard Women's Deluxe Smocks

Item #: SFS-631

Sizes: Small – XX Large

Embroidery: County Name

Employee Name

\$ _____

\$ _____

\$ _____

9. Wearguard Industrial Panel-Front Jacket

Item #: FBG-300

Sizes: Small – XX Large

Embroidery: County Name

Employee Name

\$ _____

\$ _____

\$ _____

10. Carhartt Fleece Hooded Thermal Sweatshirt

Item #: J149

Sizes: Small – XX Large

Embroidery: County Name

Employee Name

\$ _____

\$ _____

\$ _____

11. Wearguard Flannel-Lined Nylon Windbreaker

Item #: FBG-355

Sizes: Small – XX Large

Embroidery: County Name

Employee Name

\$ _____

\$ _____

\$ _____

12. Red Kap Unisex Nylon Crew Jacket

Item #: JN10

Sizes: Small – XX Large

Embroidery: County Name:

Employee Name

\$ _____

\$ _____

\$ _____

Bidding Firm: _____

Date: _____

Authorized Signature: _____

Description**Unit Price****13. Wearguard Rain Gear****A. Jacket**

Item #: 1445

Sizes: Small – XX Large

\$ _____

B. Insulated Raingear Parka

Item #: SFS-827

Sizes: Small – XX Large

\$ _____

C. Pants

Item #: SFS-841

Sizes: Small – XX Large

\$ _____

14. Dickies Uninsulated Coveralls

Item #: 4861

Sizes: Small – XX Large (Regular & Tall)

Embroidery: County Name

Employee Name

\$ _____

\$ _____

\$ _____

15. Dickies Insulated Coveralls

Item #: 2439ZW

Sizes: Small – XX Large (Regular & Tall)

Embroidery: County Name

Employee Name

\$ _____

\$ _____

\$ _____

16. Insulated Bid Coveralls

Item #: 8139ZW

Sizes: Small – XX Large (Regular & Tall)

\$ _____

17. Wearguard Hats**A. Summer**

Item # SFS-936

Size: One Size Fits All

Embroidery: County Name

Employee Name

\$ _____

\$ _____

\$ _____

Bidding Firm: _____

Date: _____

Authorized Signature: _____

Description**Unit Price**

17. Wearguard Hats

B. Winter

Item # SFS-903

Size: One Size Fits All

Embroidery: County Name

Employee Name

\$ _____

\$ _____

\$ _____

Please note all unit prices shall include all costs, including, but not limited to, vehicle fuel, shipping, handling, and inside delivery charges.

DOES YOUR COMPANY ACCEPT PURCHASE ORDERS? _____ YES _____ NO

VENDOR NAME: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

SIGNATURE OF AGENT: _____

PRINTED NAME OF AGENT: _____

TELEPHONE NUMBER: _____ FAX NUMBER: _____

E-MAIL: _____

FEDERAL TAX I.D. OR SOCIAL SECURITY NUMBER: _____

DATE: _____

Specification Exceptions

(Please note none if no exceptions are to be taken on the specifications.)

Page Number

Description

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_____	_____

If there are no exceptions being filed on this formal bid please indicate none:

Date

Bidding Firm Name

Authorized Signature

VENDOR QUALIFICATION INFORMATION: List at least three (3) business references for which your firm has provided the requested product(s) for at least one (1) full year. If your company has provided a service or commodity for Calvert County Government in the past, this section does not need to be completed.

1. Company: _____
 Address: _____
 Contact Person: _____
 Telephone: _____

2. Company: _____
 Address: _____
 Contact Person: _____
 Telephone: _____

3. Company: _____
 Address: _____
 Contact Person: _____
 Telephone: _____

Specify the number of years your firm has been in business providing the requested product :
