

Gadsden City Schools

Bid # 2526-02 Specifications and Proposal For Athletic Uniform Contract

Bid Opening: November 6, 2025 10:00 a.m.

Note: All questions concerning these specifications and proposal should be directed in writing to:

Ray Edwards, Men's Athletic Director

redwards@gadsdencityschools.org

Amanda Lewis, Women's Athletic Director

amandalewis@gadsdencityschools.org

Gadsden City High School

1917 Black Creek Parkway

Gadsden, AL 35904

256-543-3614

Terms and Conditions

Gadsden City Schools will receive sealed bids for all apparel and additional items herein described and specified. All bids shall be in sealed envelopes when received and will be opened in public at the date and time specified. Bids will not be accepted after the time and date specified.

Bid for furnishing described items shall be filled out where called for in the blank spaces on bid forms. The signature shall be long hand and shall be the legal name of the bidder, or the one authorized to sign, and the completed form shall be without interlineations or alteration or erasure.

BIDS must be sealed with the bid number "**Bid # 2526-02**", marked plainly on the envelope. All bids must be submitted, to Dr. David Asbury, P. O. Box 184, Gadsden, Alabama 35902.

Submission Date

The bids should be submitted on or before November 6, 2025, 10:00 a.m. Bids not received by this date and time will automatically be disqualified from consideration. Bid Proposals must be submitted in a sealed envelope with the company name, bid due date and time, and the words "Sealed Bid For: **Bid # 2526-02, Gadsden City Schools Athletic Uniform Contract**" all clearly noted on the outside.

Bid on the enclosed specifications or equal. All vendors must be licensed, bonded and insured to do work in accordance with state and local codes.

The Gadsden City Board of Education expressly reserves the right to reject any or all bids or parts of bids and to make the award on merit/or features of design and quality, delivery and availability of parts and service to the best interest of the Board. The Board also reserves the right to waive formalities.

Warning

**BIDDERS ARE CAUTIONED TO CHECK QUANTITIES, UNITS AND PRICES
CAREFULLY. NO ERRORS WILL BE CORRECTED AFTER BIDS ARE
OPENED.**

Purpose

Gadsden City High School is seeking to award a contract to a vendor for the exclusive right to supply Brand Name (Adidas, or “The Like”) Athletic Apparel, Uniforms, Shoes and Accessory Products to the Gadsden City High School Athletic Programs. Terms of this agreement shall begin on July 1, 2026 and end on June 30, 2031. By agreement of both parties, the contract shall automatically renew each year.

Scope of Services

- Provide clear detail for a percent discount, in combination with overall catalog and/or product pricing that GCHS Athletic Department will receive on all apparel, uniforms, footwear and accessories.
- Provide a list of all high quality, nationally recognized brands that the vendor is capable of procuring or supplying.
- Provide a demonstrated ability to supply a complete network for ordering, electronic proofing, order fulfillment, delivery and support for all sales.
- Provide a description of the customer service plan and delivery schedule for both the athletic department and public.
- Provide any additional information you feel beneficial to fulfilling this contract, including the ability to provide hard goods (team equipment, medical supplies, etc.).

Bid Conditions

1. This bid will be in effect for a period of up to 5 years after Board approval.
2. Delivery of uniform purchases must be made within 30 business days of the receipt of the purchase order.
3. Lowest responsible bidder will be determined as follows:
 - a) Cost
 - b) Overall quality
 - c) Conformity with all specifications
 - d) Purpose for which required
 - e) Prompt delivery capability
 - f) Bidder must be a manufacturer’s authorized sales and warranty dealer for all products bid.
4. The Board of Education reserves the right to accept or reject any or all bids, and to determine the lowest responsible bidder.
5. All bid prices must include any and all charges for delivery, handling, and any other incidental charges.
6. Any bid award is subject to cancellation if any part of the general or item specifications are not met, or it is determined that the successful bidder or his product is not serving the best interest of the schools.
7. Only bids containing all the listed Scope of Services will be considered.
8. All prices as quoted in the bidder’s responses must not increase, but may decrease during the life of the bid. Discount percentages may increase, but not decrease.
9. Pricing must be for new materials only.
10. Vendors must accept Purchase Orders with terms of net 30.
11. Qualifying vendors must be Alabama e-verify compliant.

REJECTION AND/OR ACCEPTANCE OF PROPOSAL

The Gadsden City Board of Education reserves the right to reject any portion of any or all proposals received by reason of this request. Acceptance shall be at the sole discretion of the Board as determined to be in the best interest of the Board. The Board does not intend to pay for information solicited prior to entering into a contract with the successful proposer(s).

The Board reserves the right to waive technicalities and minor irregularities in proposals at its sole discretion. Grounds for the rejection of a proposal include, but shall not be limited to:

- a. Failure of a proposal to conform to the required specifications of the solicitations
- b. A Proposal imposing conditions which would modify the terms and conditions of the solicitation
- c. A proposal to limit the supplier's liability to the Board beyond the solicitation requirements
- d. Proposals received that are determined to be from suppliers who are not responsible
- e. Unsigned proposals
- f. All documents with a signature line must be signed and returned. The signature must not be in pencil.

Vendor Inquiries

Vendors may address questions and comments regarding this RFP to:

Ray Edwards, Men's Athletic Director
 redwards@gadsdencityschools.org
Amanda Lewis, Women's Athletic Director
 amandalewis@gadsdencityschools.org
 Gadsden City High School
 1917 Black Creek Parkway
 Gadsden, AL 35904
 256-543-3614

Bids should be submitted in writing to the following address and labeled as described below:

Dr. David Asbury
 1026 Chestnut Street
 Gadsden, AL 35901
 256-549-2981

Submission Date

The bids should be submitted on or before November 6, 2025, 10:00 a.m. Bids not received by this date and time will automatically be disqualified from consideration. Bid Proposals must be submitted in a sealed envelope with the company name, bid due date and time, and the words "Sealed Bid For: **Bid #2526-02, Gadsden City Schools Athletic Uniform Contract**" all clearly noted on the outside.

Oral, telephone, or email bids shall not be considered, nor will modifications of proposals by such communication be considered.

Authorized Signature

An authorized representative of the vendor's company shall sign each proposal. Additionally, it should include and list individuals who are authorized to work with the Gadsden City School representative.

POTENTIAL VENDOR PROFILE

Information may be typed below or attached to this document.

Corporate Name and Address

The vendor shall list their full corporate name and address. The Vendor shall also state their status, i.e. manufacturer, distributor agent, contractor, etc.

Sales, Installation and Support Office

The vendor shall list their office that will support the sales.

Product/Services Offerings

The vendor shall briefly describe its products and services and lines of business.

Warranty Information

Provide information about the warranty coverage that your company offers.

References

Please list at least three (3) references (including contact information) for which you have provided similar goods or services.

QUOTE FORM

- Provide clear detail for a percent discount, in combination with overall catalog and/or product pricing that GCHS Athletic Department will receive on all apparel, uniforms, footwear and accessories.

DISCOUNT PERCENTAGE: _____

COPY OF CATALOG ATTACHED: **YES** **NO**

-OR- WEBSITE LINK TO CATALOG: _____

- Provide a list of all high quality, nationally recognized brands that the vendor is capable of procuring or supplying.

NATIONALLY RECOGNIZED BRAND(S): _____

- Provide a demonstrated ability to supply a complete network for ordering, electronic proofing, order fulfillment, delivery and support for all sales.

INSERT DOCUMENTATION HERE:

- Provide a description of the customer service plan and delivery schedule for both the athletic department and public.

INSERT DOCUMENTATION HERE:

- Provide any additional information you feel beneficial to fulfilling this contract, including the ability to provide hard goods (team equipment, medical supplies, etc.).

INSERT DOCUMENTATION HERE:

- Provide any additional programmatic or financial package incentives being offered.

INSERT DOCUMENTATION HERE:

CERTIFICATION OF COMPLIANCE WITH SPECIFICATIONS

The undersigned person declares that he/she is legally authorized to bind the firm hereby represented. And that the firm being represented is authorized to do business in the State of Alabama, and hereby certifies that he/she has examined and fully comprehends the requirements of and specifications for the Gadsden City Board of Education.

We propose to furnish said items or services quoted and guarantee that, if the order is placed with us, we shall furnish said items in accordance with your specifications and requirements unless otherwise stated.

Authorized Agent Name

Title

Authorized Agent Signature

Date