



POLICE DEPARTMENT

NYPD, Contract Administration Unit
90 Church Street, Room #1206, 12th Floor
New York, New York 10007
Phone# (718) 670-9642

August 11, 2016

Potential Bidders:

You are invited to submit a sealed bid to supply the New York City Police Department, Equipment Section with the following quantities of **NYPD, Long Sleeve & Short Sleeve White Uniform Shirts (male & female)**, during the period from **October 1, 2016 through September 31, 2018**.

<u>QUANTITY</u>	<u>UNIT</u>	<u>NYPD SPECIFICATIONS</u>	<u>DESCRIPTION</u>
3,000/6,000	Ea.	#612, rev., 01/17/02	NYPD, Short Sleeve Uniform Shirts, White (male & female)
3,000/6,000	Ea.	#611, rev., 05/17/02	NYPD, Long Sleeve Uniform Shirts, White (male & female)

Your bid must be based upon furnishing the above listed quantity of **NYPD, Long Sleeve White Uniform Shirts, (male & female) & NYPD Short Sleeve White Uniform Shirts (male & female)**, conforming in every respect to the Police Department Specifications in accordance with the requirements and conditions applying to said bid which is attached.

If your firm is the lowest responsive and responsible bidder your company will be required to submit one (1) sample of the long sleeve white uniform (male) shirt and one (1) sample of the short sleeve white uniform (male) shirt, and submit the samples to the NYPD Equipment Section, on or before ten (10) business days after the date of the bid opening, and make deliveries as called for in the bid documents. Failure to submit the required samples within the required time frame will result in a rejection of your bid.

Should your company be awarded the contract, if there is any deviation from the final approved sample and delivered items, the entire delivery will be returned at **NO** cost to the NYPD. At any point during the term of the contract the NYPD Equipment Section reserves the right to test random NYPD, White Uniform Shirts Long Sleeve and Short Sleeve Shirts which was delivered from your company at your cost.

Enclose a certified check for \$1,000.00 made payable to the Police Commissioner, City of New York, and submit it sealed in the attached blue envelope. Checks from unsuccessful bidders will be returned within (10) business days.

Your sealed bid must be forwarded by mail or otherwise delivered to the Assistant Commissioner, Contracts Administration Unit, 90 Church Street, 12th floor, Room #1206, New York, NY 10007 no later than 2:00 P.M., Wednesday September 14, 2016 at which time the bids will be opened.

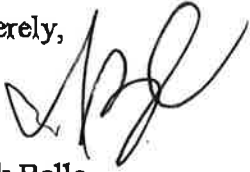
COURTESY • PROFESSIONALISM • RESPECT

Website: <http://nyc.gov/nypd>

Received:

Fax: Aug 9 2016 04:27pm
Aug 9 2016 03:27pm P006/017

Sincerely,

A handwritten signature in black ink, appearing to read 'F. Bello', written over the word 'Sincerely,'.

Frank Bello
Assistant Commissioner/ACCO

Attachments: Bid Proposal - 3 Pages, NYPD SPEC. #612-4 pgs, 611-4 Pgs, rev., 12/05/01, Blue Envelope

NYPD, LONG SLEEVE & SHORT SLEEVE WHITE UNIFORM SHIRTS (MALE & FEMALE).....CONT'D

- Sealed bids must be forwarded by mail or otherwise delivered to the Assistant Commissioner, Contracts Administration Unit, 90 Church Street, 12th Floor, Room #1206, New York, NY 10007 no later than 2:00 P.M., Wednesday September 14, 2016 at which time the bids will be opened.
- At the end of the two-year contract term, the NYPD may request the Contractor to renew the agreement for the additional two (2) periods not exceeding two (2) years each. The contractor may request an escalation in price, during the renewal period, that is based on substantiated evidence that costs associated with providing NYPD, Uniform Shirts (male & female), Such evidence may be included, but not be limited to increased labor costs, increased overhead costs-such as insurance (but not profit) delivery costs, and any market or consumer index directly associated with cost of NYPD, Uniform Shirts. If any escalation in price is required, the Contractor shall notify the Commanding Officer, NYPD Equipment Section, in writing at least 60 days prior to the contract end date, detailing its case for such price increase.
- Bidder and related entities may be subjected to a background check.

Attachments: Invitation to Bid – (2) Pages

NYPD Spec. #611-rev, 05/17/02 Long White Uniform Sleeve Shirts, (male & female), 4 Pages

NYPD Spec. #612-rev, 01/17/02 Short Sleeve White Uniform Shirts, (male & female), 4 Pages
Blue Envelope

Combined Total: \$ _____

Firm Name: _____

Print Clearly

ADDRESS: _____

Print Clearly

NYPD, LONG SLEEVE & SHORT SLEEVE WHITE UNIFORM SHIRTS, (MALE & FEMALE).....CONT'D

This bid is made without any previous understanding, agreement, or connection with any other third person, firm or corporation making a bid for the same purpose, and that the bid is in all respects fair and without collusion of fraud.

To the Deputy Commissioner in Charge of Management & Budget:

The undersign, hereinafter called bidder hereby agrees to deliver the above at the prices named, and if awarded the contract to make delivery in accordance with our requirements, within six to eight (6 to 8) weeks from receipt of purchase order.

This bid is submitted with the understanding that the Invitation to Bid and the requirements for Police Equipment Section Bids, Contract Awards and Contract Conditions, are part and parcel hereof, and that this bid shall bind the bidder and bidder's personnel and legal representatives, and the bidder hereby agrees to abide by your regulations governing this bid, and if so required, to furnish bond, in the event that the bidder is awarded said contract, for the faithful performance thereof.

FIRM NAME _____
(Please Print Clearly)

AUTHORIZED SIGNATURE _____

TELEPHONE # (_____) _____

EMAIL ADDRESS: _____

TAX IDENTIFICATION # _____

CONTACT PERSON _____
(Please Print Clearly)

CONDITIONS

- Bids must be submitted, sealed, in the envelope furnished for that purpose. In the event of error, the unit price will govern, and tie bids will be decided by the Police Commissioner.
- No bid will be received for a quantity greater or less than that specified. The Bidder agrees to accept order for any or all items at price quoted for each.
- Completion of delivery will be required within the number of days stated, time being expressly understood to be of the essence of the contract. Bidders shall be responsible for allowing sufficient time to make deliveries within the time limit.
- The time of delivery shall be stated in weeks. Such indefinite terms as "Immediately", "Without Delay", "At Once", etc., will not be accepted. Equipment Section facilities are not capable of accommodating pallets any larger than 40 inches in width and 48 inches in length. Pallets exceeding such dimensions cannot be accommodated by the facilities and will not be accepted, and the vendor may be held non-responsive for the contract.
- No charge shall be allowed for cartage, freight or delivery.
- The bidder agrees to abide by the regulations, and any failure on his part to fulfill this agreement shall make him ineligible to submit bids again for any material, services, articles or supplies which may thereafter be purchased.
- The right is reserved to reject any of all bids, or parts or items thereof.
- No person shall be interested in more than one (1) bid for the same supply of service.
- The bid when accepted is not assignable or transferable without consent of the Commissioner, nor can performance be sublet.
- All persons bidding are permitted to be present at the opening of bids.
- The successful bidder will be required to complete the NYPD General Bid Requirements before contract Award

POLICE DEPARTMENT
CITY OF NEW YORK

BID PROPOSAL

To be opened at 2:00 P.M., September 14, 2016. Bids submissions received after time specified will not be considered.

<u>QUANTITY</u>	<u>UNIT</u>	<u>SUPPLY OF SERVICE</u>	<u>UNIT PRICE</u>
3000/6000	EA.	L/S White Uniform Shirts (male & female)	\$ _____
3000/6000	EA.	S/S, White Uniform Shirts (male & female)	\$ _____

Award will be made to the vendor submitting the lowest responsive and responsible combined total bid unit price, based on the maximum combined total order.

Supplying the above quantity of NYPD, Long Sleeve White Uniform Shirts & NYPD Short Sleeve White Uniform Shirts (male & female) manufactured in accordance with NYPD spec. #611., revised 05/17/02 and #612, revised 01/17/02 under conditions specified in NYCPD general bid requirements during the period from October 1, 2016 through September 30, 2018.

The estimated amount stated on this bid proposal form shall not be construed as the minimum amount, which the Equipment Section shall be obligated to order. A minimum of a combined total of 3000 long sleeve white uniform shirts and 3,000 short sleeve white uniform shirts will be purchased from this contract.

Deliveries to begin on December 15, 2016 F.O.B. Police Equipment Section, College Point Police Academy, 127-10 28th Avenue, 2nd Floor, Room #PT 285 Flushing, N.Y. 11354-2527 in such quantities and at such times, as ordered by the Commanding Officer, NYPD Equipment Section. The subsequent deliveries are to be received at the NYPD Equipment Section from (6 to 8 weeks) of purchase order.

Any additional long sleeve or short sleeve white uniform shirt which may be required by this department during the period of the contract must be furnished by the winning bidders firm at the contract bid price.

All potential bidders who are interested in submitting a bid to the NYPD Equipment Section will be required to enclose a copy of the bid proposal and submit it sealed in the attached blue envelope at the time of the bid opening. The samples shall meet NYPD Equipment Section specifications attached.

If your firm is the lowest responsive and responsibility bidder your company will be required to submit one (1) sample of the long sleeve male shirt and one (1) sample of the short sleeve male shirt to the NYPD Equipment Section on or before ten (10) business days after the date of the bid opening, and make deliveries as called for in the bid documents.

Failure to make delivery by date stated will be grounds for removal of contract and your bid will result in a rejection of bid. Any sample by a bidder may be subject to such test or tests by any laboratory as Commanding Officer NYPD Equipment Section may select at the vendor expense.

It is to be understood that the initial order will be delivered to the NYPD Equipment Section six to eight weeks (6 to 8) of receipt of purchase order. Failure to do so could result in termination of this contract, and preclude consideration in future contracts by this department.

NYPD SPEC. # 612
Rev., 01/17/02POLICE DEPARTMENT – CITY OF NEW YORK
POLICE EQUIPMENT SECTIONSHORT SLEEVE WHITE SHIRT, MALE & FEMALE

1. STANDARD SAMPLE: Unless otherwise specified, the shirts shall be equal to the standard sample in all respects not specifically covered by this specification.
2. SAMPLE APPROVAL:
 - a. Before production is commenced, the contractor shall submit a finished shirt to the Equipment Section for approval.
 - b. The approval of the pre-production sample authorizes the commencement of production, but does not relieve the contractor of responsibility for compliance with all provisions of this specification.
3. MATERIAL:
 - a. Shirting: The basic fabric shall be Springs Racquet Fabric #2774; Galey & Lord Concept, Milliken Comfort, or (approved) equal 65% Polyester, 35% Combed Cotton Poplin, weight 4.2 – 4.5 per sq. yard. To be Sanforized and Merceized with permanent press finish and shall have Teflon fabric protector, color white.
 - b. Thread: Spun Polyester, equivalent to Spun "Dee" 100/2 core, American Thread Company of Trident 100/2 coast and clark, for all sewing operations.
 - c. Interlining: For Collar, Pocket Flaps, shall be 250 denier filament polyester. Color to be compatible with shirting material.
4. DESIGN: Single breasted coat style, white open collar convertible. Both fronts to reverse facings 2 3/4" to 3". Facing to be held down by specified buttonholes.

SHIRT, SHORT SLEEVE (WHITE) MALE & FEMALEMALE

<u>Size</u>	<u>Neck Size</u>	<u>Chest</u>	<u>Waist</u>	<u>Center Back Length</u>
S - Small	14 14-1/2	42	38	32.625
M - Medium	15 15-1/2	44	42	32.875
L - Large	16 16-1/2	48	46	33.5
X-Large	17 17-1/2	52	52	35.0
XX-Large	18 18-1/2	56	54	35.875
XXX-Large	19 19-1/2	60	56	37.0
XXXX-Large	20 20-1/2	64	58	37.0

FEMALE

Size:	32	34	36	38	40	42	44	46	48
Bust:	40	41.5	43	44.5	46	48	50	52	54
Waist:	33	34.5	36	37.5	39	41	43	45	47

5. COLLAR:

- a. Regulation open style convertible collar. Collar shall be made of shirting material interlined with specified interlining, and shall be cut one piece. Leaf to be 3 1/4" long, top stitched 1/8" from edges and to have a spread of approximately 3-3/4". Points of collar to finish thin and flat.
- b. A permanent 2 1/2 to 2 3/4 collar stay to be placed in collar.

YOKE: Straight yoke, 2-ply, extending across the back from sleeve seams, bottom of yoke to be 2-3/4" from bottom of collar when turned down and single stitched 1/16" from edge on outside.

6. SLEEVE: Sleeve to be 9 1/2" in length from shoulder seam, with Sleeve head evenly distributed. Sleeve opening to be 7-1/2" for small, medium and large sizes, and 9" on X-Large and XX-Large.
7. POCKET: To have two non-functional breast pockets with mitred corners to finish 5-5/8" wide and 6" long. The breast pocket to have a pencil compartment about 1-1/4" wide. Pockets to have 1-1/4" box stitching top and bottom to prevent spreading. At center point of flaps to have a vertical buttonhole to accommodate a 20 ligne self color button. Button on flaps to be sewn to body of shirt. Sides and points of flaps to be securely sewn to the body of shirt. Top edge of flaps to be placed 7-1/2" below point where shoulder seam meets collars. **Pocket flaps to be scalloped, and to be interlined with specified interlining. Sides of flaps to be sewn to body of shirt.**

SHIRT, SHORT SLEEVE (WHITE) MALE & FEMALE

8. **PENCIL OPENING:** There should be a pencil opening 1 ¼ " wide in left side pocket.
9. **SHOULDER STRAPS:** Regulation U.S. Army Type. Strap to be 2" wide at the shoulder and tapering to not less than 1-1/2" wide at point near collar. Buttonhole to accommodate a 20 ligne button to be sewn near point, perpendicular to direction of shoulder seam. Straps are to be cross stitched at least 2" from shoulder and sewn into sleeve head. Strap to be pointed and meet collar.
10. **MILITARY CREASES:** To have five (5) military creases, 2 front, and 3 back **stitched in military creases in shirt only – not thru pockets & flaps.**
11. **SHOULDER PATCH:** Official Police Department Shoulder Emblem to be securely sewn to both sleeve centered ½" below Shoulder seam, with translucent nylon thread.
12. **PROVISIONS FOR ATTACHING SHIELD:** Two-ply sling 1" wide centered over left pocket and stitched to shoulder seam and flap setting stitch. Two 3/16" stitched eyelets to be placed so that the bottom eyelet is ¾" above center of flap and on line with flap button. Top hole 1-3/4" above bottom hole.
13. **BUTTONS AND BUTTONHOLES:** Buttons are to be 20 ligne, Melamine dyed to Match Fabric Color, four (4) hold design, self Color Polyester to match sample. One (1) shirt button to be sewn on Right side of shirt at neck. The corresponding buttonhole to be sewn Horizontally. Six (6) additional buttons to be sewn as follows: Center of top button to be sewn 2-1/2" below center of neck button. The remaining five (5) buttons to be placed 3-1/2" apart on center. Corresponding buttonholes to be sewn vertically. Two (2) Replacement buttons to be sewn approximately 3" below bottom Button. All buttons to be securely attached.
14. **FRONTS AND SIDE SEAMS:** Fronts and back to measure no Less than 33" from collar seam to bottom of 1/8" hem. Side seams To measure no less than 17-1/2" from underarm seam to bottom of 1/8" hem.
15. **SHRINKAGE:** Shrinkage on all shirts shall be guaranteed to be less than 1%.

SHIRT, SHORT SLEEVE (WHITE) MALE & FEMALE

16. **STITCHING:** All stitching in yoke, shoulder and collar seam and pockets shall be single with 12 to 14 stitches per inch. The stitching on the armholes and on the sleeve and side closing seams to be closed with over edge stitch and single needle multithread chain stitch equivalent to Federal Stitch Type #515 516, or 519, stitched so that no stitches will be visible. Each original seam shall possess a breaking strength of at least 25 pounds. All thread to conform to paragraph 3b of this specification.
17. **WORKMANSHIP:** Shirts are to be made in workmanlike manner, To show no raw edges or defective stitching in any part of the garment. All ends of thread shall be trimmed and loose threads removed.
18. **LABELS:** The contractor's label, indicating name of contractor, and Contents of fabric shall be centered on the inside of the yoke. Shirt size shall be clearly indicated on woven size label sewn under manufacturers label. An additional label to be placed between the Fourth and fifth buttonholes on the underside of the top center Placket, to say Made For The New York City Police Department and an approval number.
19. **CONDITIONS:** Shirts shall be well pressed, buttoned and neatly folded according to good commercial practice.
20. **PACKAGING:** Individual shirts shall be packed in clear **polyethylene** bags and packed in standard shirt boxes, no more than sixteen (16) to a box. The quantity and size of contents shall be indicated on box end. Shirt boxes shall be placed in cartons for delivery with quantity and sizes clearly indicated on the outside of each carton.
21. **SPECIAL SIZES:** Any special sizes required by the department must be delivered within 60 days of receipt of special order by the bidder.
22. **U.P.C. LABELING:**
Each individual shirt should be bar-coded with (U.P.C. Labeling). A Printed label affixed to outside of packaging containing u.p.c. Code (numbers as per N.Y.P.D.)

NYPD SPEC. #611
Rev., 05/17/02

POLICE DEPARTMENT – CITY OF NEW YORK
POLICE EQUIPMENT SECTION

LONG SLEEVE, WHITE SHIRT (MALE & FEMALE)

STANDARD SAMPLE: Unless otherwise specified, the shirts shall be equal to the standard sample in all respects not specifically covered by this specifications.

SAMPLE APPROVAL:

- a. Before production is commenced, the contractor shall submit a finished shirt to the Equipment Section for approval.
- b. The approval of the pre-production sample authorizes the commencement of production, but does not relieve the contractor of responsibility for compliance with all provisions of this specification.

MATERIAL:

- a. **Shirting:** The basic fabric shall be Springs Racquet Fabric #2774, Galey & Lord Concept, Milliken Comfort, or (approved) equal 65% Polyester, 35% Combed Cotton Poplin, weight 4.2 – 4.5 per sq. yard. To be Sanforized and Merceized with permanent press finish and shall have Teflon fabric protector, color white.
- b. **Thread:** All sewing shall be with Dacron Core thread to match shirt fabric. The collar and cuffs are to be single stitched ¼" from edge. The pockets and flaps shall be single stitched on edge.
- c. **Back:** To have a double yoke of basic shirt material.

The fabric must meet or exceed the following characteristics:

Finished Count:	110 X 52
Finished Weight:	4-4.25 oz/Sq. Yd.
Tensile Strength:	Warp=170 lbs.
	Fill = 72 lbs.
Tear Strength	Warp = 3,450 grams
	Fill = 1,900 grams

DESIGN: The front shall have a center facing 1-1/2" wide extending from the collar stand to bottom of shirt and be made of the same material as shirt fabric with two rows of stitching 7/8" apart. The center front shall contain six (6) material buttonholes placed ¾" from edge and 3 ½" apart. The button stand, 7/8" wide, shall be self lined and placed on right side extending from collar stand to bottom of shirt. Buttons shall be securely attached to the button stand and shall correspond to the buttonholes on the center facing.

LONG SLEEVE WHITE SHIRT (MALE&FEMALE)...CONT'D PAGE 2 OF 4

COLLAR: The shape and style of both leaf and stand shall conform to the TT89 Collar. The points, medium spread, are to be approximately 3" in length. The back of the stand is to measure 1-1/2". The leaf shall be made of three pieces; two pieces of self cloth and one whole lining which is to be fused to the top collar.

The collar stays shall be of good quality stalar vinyl, 2-3/4" in length and 3/8" wide and be attached to the bottom collar. The stand shall fasten with one button. There shall be one horizontal buttonhole.

CREASING: Pockets and pocket flaps to be die creased to give uniform shape and size.

POCKETS: To have two (2) breast pockets with mitred corners to finish 5-5/8" wide and 6" long. The left breast pocket to have a pencil compartment about 1 1/4" wide. Both pockets to be pleated and to have 1 1/4" box stitching top and bottom to prevent spreading.

FLAPS: To have two scalloped flaps to finish 5-3/4" in length, 2-3/4" in width at center and 2 1/2" in width at sides. Flaps to be secured to front of shirt with tow rows of stitching approximately 1/4" above top of pocket. The left flaps to have a pencil opening about 1 1/2" in width. Flaps to be interlined. There will be a matching button and a buttonhole sewn on the flaps.

FLAP CLOSURE: Pocket to be non-functional. Pocket flap to be sewn down body of shirt.

SLEEVES: To be straight and whole. The cuffs are to be 2-7/8" in width and to fasten with two buttons. There shall be a single stitch 7/16" from top of cuff.

The sleeve opening shall measure 4-7/8" from top of cuff. The top facing for this opening is to be 1-1/4" wide and the bottom facing to finish about 1/2" wide. Button is to be placed on sleeve opening with corresponding buttonhole. The sleeves must be secured to the body of the shirt by means of a merrow stitch with a safety stitch so as to properly strengthen the stitch. The same stitch must be used on the side closing seams as well.

SHOULDER STRAPS: The shoulder straps shall be pointed at the end toward the neck of the shirt. The other end shall be sewn in sleeve head seam. These pointed ends shall be fastened with one matching button. The straps shall measure 2" at the sleeve and taper to 1-3/8". Straps to be set about 1/2" from the collar. Shoulder straps shall be box stitched to shoulders with row of cross stitching 2" from sleeve head seam.

LONG SLEEVE WHITE (SHIRT) MALE...CONT'D PAGE 4 OF 4FINISHED DIMENSIONS

<u>SIZE</u>	<u>14</u>	<u>14.5</u>	<u>15</u>	<u>15.5</u>
CHEST:	40	42	44	46
WAIST:	36	38	40	42
BK LENGTH:	32 1/2	32 5/8	32 3/4	32 7/8

<u>SIZE</u>	<u>16</u>	<u>16.5</u>	<u>17</u>	<u>17.5</u>	<u>18</u>	<u>18.5</u>
CHEST:	48	50	52	54	56	58
WAIST:	44	46	48	50	53	55
BK LENGTH:	33 1/8	33 1/2	33 7/8	35	35 3/8	35 7/8

FINISHED DIMENSIONS (FEMALE)

<u>SIZE</u>	<u>28</u>	<u>30</u>	<u>32</u>	<u>34</u>	<u>36</u>	<u>38</u>	<u>40</u>	<u>42</u>
BUST:	39	39	40	41.5	43	44.5	46	48
WAIST:	32	32	33	34.5	36	37.5	39	41
BACK LENGTH:	29 1/4	29 1/4	29 1/4	29 1/4	29 1/4	29 3/4	30 1/2	30 1/2

<u>SIZE</u>	<u>44</u>	<u>46</u>	<u>48</u>	<u>50</u>
BUST:	50	52	54	56
WAIST:	43	45	47	49
BACK LENGTH:	31 1/4	31 1/4	31 1/4	31 1/4

****Please note neck and sleeve must be available in exact length and sleeve lengths. Combined neck and sleeve will not be excepted.**

LONG SLEEVE WHITE SHIRT (MALE)... CONT'D PAGE 3 OF 4

PERMANENT CREASES: Shirt to have permanent military creases. Creases to be stitched in shirt only, not through pockets and flaps. One crease in each front extending from hem to joining seam. Three (3) vertical creases in back, middle crease on center back line, side back creases spaced equally from center crease.

BUTTONS: All buttons shall be made from Melamine material for durability and must match fabric. Two (2) replacement buttons to be sewn approximately 3" below bottom button. All buttons to be securely attached.

SHOULDER PATCH: Official Police Department Shoulder Patch to be securely sewn to both sleeves centered ½" below shoulder seam, with translucent nylon thread.

INTERLINING: Flaps to be 6800 crease and tack. Top center to be lined with 505 viltec. Bands and cuffs to be 37 durapress.

U.P.C. IDENTIFICATION: A printed UPC bar code tag must be attached to every garment so as to be visible in the package. The UPC bar code must contain item number at equipment section and size information.

LABEL: The contractor's label, indicating name of contractor, and contents of fabric, shall be centered on the inside of the yoke. Shirt size shall be clearly indicated on woven size label sewn under manufacturer's label. An additional label to be placed between the fourth and fifth buttonholes on the underside of the top center placket, to say Made For The New York City Police Department and an approval number.

PRESSING AND PACKAGING: Shirts shall be carefully pressed by hand in first class manner and individually packed in polyethylene bags. Shirts to be shipped in strong boxes so as to not be damaged in shipment. Shirts to be packed sixteen (16) to a box with the sizes marked on the outside of the box at the one end.

SPECIAL SIZES: Any special sizes required by the department must be delivered within 60 days of receipt of special order by the bidder.

SHRINKAGE: Shrinkage on all shirts shall be guaranteed to be less than 1%.