

STATE OF MONTANA
Montana Fish, Wildlife & Parks



*Montana Fish,
Wildlife & Parks*



Invitation for Bid
 (This is not an order)

IFB Number: 150074	IFB Title: Hunter Education Outerwear
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IFB Due Date and Time: January 28, 2015 2:00 p.m., Mountain Standard Time	Number of Pages: 26
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ISSUING AGENCY INFORMATION

Procurement Officer: Kari Shinn	Issue Date: 12/23/2014
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Fish Wildlife and Parks Purchasing Unit 930 Custer Avenue West (Delivery) PO Box 200701 (Mailed) Helena, MT 59620-0701	Phone: (406) 495-3249 Fax: (406) 495-3253 TTY Users, Dial 711 Website: http://www.fwp.mt.gov
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INSTRUCTIONS TO BIDDERS

COMPLETE THE INFORMATION BELOW AND RETURN THIS PAGE AND COST PROPOSAL WITH YOUR BID AND ANY REQUIRED DOCUMENTS TO THE ADDRESS LISTED ABOVE UNDER "ISSUING AGENCY INFORMATION."	Mark Face of Envelope/Package: IFB Number: 150074 IFB Due Date: January 28, 2015
	Special Instructions:

BIDDERS MUST COMPLETE THE FOLLOWING

Payment Terms: Net 30 days	Delivery Date:
Bidder Name/Address:	Authorized Bidder Signatory:
	(Please print name and sign in ink)
Bidder Phone Number:	Bidder FAX Number:
Bidder E-mail Address:	Federal ID:

Debarment: The contractor certifies, by signing this bid or proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction (contract) by any governmental department or agency.

IMPORTANT: SEE STANDARD TERMS AND CONDITIONS

TABLE OF CONTENTS

	<u>PAGE</u>
Standard Terms and Conditions	3-5
Section 1: General Requirements	6
1.0 Introduction	6
1.1 Contract Term	6
1.2 Instruction to Bidders.....	6-7
1.3 Bid Submission	7
1.4 Change or Withdrawal of Bids	7
1.5 Bid Awards	7-8
Section 2: Delivery Requirements	9
2.0 Delivery Requirements	9
Section 3: Special Terms and Conditions	10
3.0 Purchasing Card	10
3.1 Patent and Copyright Protection.....	10
3.2 Contract Termination.....	10
Section 4: Specifications	11
4.0 Equivalent Products	11
4.1 Prices	11
4.2 Item-By-Item Award.....	11
4.3 Specifications	11-20
4.4 Quote	21-24
4.5 Bidding/Contract Requirements.....	24-25
4.6 Payment.....	25
IFB Checklist	26

Standard Terms and Conditions

By submitting a response to this invitation for bid, request for proposal, limited solicitation, or acceptance of a contract, the vendor agrees to acceptance of the following Standard Terms and Conditions and any other provisions that are specific to this solicitation or contract.

ACCEPTANCE/REJECTION OF BIDS, PROPOSALS, OR LIMITED SOLICITATION RESPONSES: The State reserves the right to accept or reject any or all bids, proposals, or limited solicitation responses, wholly or in part, and to make awards in any manner deemed in the best interest of the State. Bids, proposals, and limited solicitation responses will be firm for 30 days, unless stated otherwise in the text of the invitation for bid, request for proposal, or limited solicitation.

ACCESS AND RETENTION OF RECORDS: Contractor agrees to provide the department, Legislative Auditor, or their authorized agents, access to any records necessary to determine contract compliance. (Section 18-1-118, MCA). Contractor agrees to create and retain records supporting the services rendered or supplies delivered for a period of three years after either the completion date of the contract or the conclusion of any claim, litigation, or exception relating to the contract taken by the State of Montana or third party.

ALTERATION OF SOLICITATION DOCUMENT: In the event of inconsistencies or contradictions between language contained in the State's solicitation document and a vendor's response, the language contained in the State's original solicitation document will prevail. Intentional manipulation and/or alteration of solicitation document language will result in the vendor's disqualification and possible debarment.

ASSIGNMENT, TRANSFER AND SUBCONTRACTING: Contractor shall not assign, transfer or subcontract any portion of the contract without the express written consent of the department. (Section 18-4-141, MCA.)

AUTHORITY: The attached bid, request for proposal, limited solicitation, or contract is issued under authority of Title 18, Montana Code Annotated, and the Administrative Rules of Montana, Title 2, chapter 5.

COMPLIANCE WITH LAWS: Contractor shall, in performance of work under this contract, fully comply with all applicable federal, state, or local laws, rules, and regulations, including but not limited to, the Montana Human Rights Act, the Civil Rights Act of 1964, the Age Discrimination Act of 1975, the Americans with Disabilities Act of 1990, and Section 504 of the Rehabilitation Act of 1973. Any subletting or subcontracting by Contractor subjects subcontractors to the same provision. In accordance with 49-3-207, MCA, Contractor agrees that the hiring of persons to perform this contract will be made on the basis of merit and qualifications and there will be no discrimination based upon race, color, religion, creed, political ideas, sex, age, marital status, physical or mental disability, or national origin by the persons performing this contract.

CONFORMANCE WITH CONTRACT: No alteration of the terms, conditions, delivery, price, quality, quantities, or specifications of the contract shall be granted without Fish, Wildlife & Parks prior written consent. Product or services provided that do not conform to the contract terms, conditions, and specifications may be rejected and returned at Contractor's expense.

DEBARMENT: Contractor certifies, by submitting this bid or proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction (contract) by any governmental department or agency. If Contractor cannot certify this statement, attach a written explanation for review by the State.

DISABILITY ACCOMMODATIONS: The State does not discriminate on the basis of disability in admission to, access to, or operations of its programs, services, or activities. Individuals who need aids, alternative document formats, or services for effective communications or other disability related accommodations in the programs and services offered are invited to make their needs and preferences known to this office. Interested parties should provide as much advance notice as possible.

FACSIMILE RESPONSES: Facsimile responses will be accepted for invitations for bids, small purchases, or limited solicitations ONLY if they are completely received by Montana Fish, Wildlife & Parks prior to the time set for receipt. Bids, or portions thereof, received after the due time will not be considered. Facsimile responses to requests for proposals are ONLY accepted on an exception basis with prior approval of the procurement officer.

FAILURE TO HONOR BID/PROPOSAL: If a bidder/offeror to whom a contract is awarded refuses to accept the award (PO/contract) or fails to deliver in accordance with the contract terms and conditions, the department may, in its discretion, suspend the bidder/offeror for a period of time from entering into any contracts with the State of Montana.

FORCE MAJEURE: Neither party is responsible for failure to fulfill its obligations due to causes beyond its reasonable control, including without limitation, acts or omissions of government or military authority, acts of God, materials shortages, transportation delays, fires, floods, labor disturbances, riots, wars, terrorist acts, or any other causes, directly or indirectly beyond the reasonable control of the nonperforming party, so long as such party uses its best efforts to remedy such failure or delays. A party affected by a force majeure condition shall provide written notice to the other party within a reasonable time of the onset of the condition. In no event, however, shall the notice be provided later than 5 working days after the onset. If the notice is not provided within the 5 day period, then a party may not claim a force majeure event. A force majeure condition suspends a party's obligations under this contract, unless the parties mutually agree that the obligation need not be performed because of the condition.

HOLD HARMLESS/INDEMNIFICATION: Contractor agrees to protect, defend, and save the State, its elected and appointed officials, agents, and employees, while acting within the scope of their duties as such, harmless from and against all claims, demands, causes of action of any kind or character, including the cost of defense thereof, arising in favor of Contractor's employees or third parties on account of bodily or personal injuries, death, or damage to property arising out of services performed or omissions of services or in any way resulting from the acts or omissions of Contractor and/or its agents, employees, representatives, assigns, subcontractors, except the sole negligence of the State, under this agreement.

LATE BIDS AND PROPOSALS: Regardless of cause, late bids and proposals will not be accepted and will automatically be disqualified from further consideration. It shall be solely the vendor's risk to ensure delivery at the designated office by the designated time. Late bids and proposals will not be opened and may be returned to the vendor at the expense of the vendor or destroyed if requested.

PAYMENT TERM: All payment terms will be computed from the date of delivery of supplies or services OR receipt of a properly executed invoice, whichever is later. Unless otherwise noted in the solicitation document, the State is allowed 30 days to pay such invoices. All contractors will be required to provide banking information at the time of contract execution in order to facilitate State electronic funds transfer payments.

RECIPROCAL PREFERENCE: The State of Montana applies a reciprocal preference against a vendor submitting a bid from a state or country that grants a residency preference to its resident businesses. A reciprocal preference is only applied to an invitation for bid for supplies or an invitation for bid for nonconstruction services for public works as defined in section 18-2-401(9), MCA, and then only if federal funds are not involved. For a list of states that grant resident preference, see <http://gsd.mt.gov/ProcurementServices/preferences.mcp.x>.

REDUCTION OF FUNDING: The State must terminate this contract if funds are not appropriated or otherwise made available to support the State's continuation of performance in a subsequent fiscal period. (See section 18-4-313(4), MCA.)

REFERENCE TO CONTRACT: The contract or purchase order number MUST appear on all invoices, packing lists, packages, and correspondence pertaining to the contract.

REGISTRATION WITH THE SECRETARY OF STATE: Any business intending to transact business in Montana must register with the Secretary of State. Businesses that are incorporated in another state or country, but which are conducting activity in Montana, must determine whether they are transacting business in Montana in accordance with sections 35-1-1026 and 35-8-1001, MCA. Such businesses may want to obtain the guidance of their attorney or accountant to determine whether their activity is considered transacting business.

If businesses determine that they are transacting business in Montana, they must register with the Secretary of State and obtain a certificate of authority to demonstrate that they are in good standing in Montana. To obtain registration materials, call the Office of the Secretary of State at (406) 444-3665, or visit their website at <http://sos.mt.gov>.

SEVERABILITY CLAUSE: A declaration by any court, or any other binding legal source, that any provision of the contract is illegal and void shall not affect the legality and enforceability of any other provision of the contract, unless the provisions are mutually dependent.

SHIPPING: Supplies shall be shipped prepaid, F.O.B. Destination, unless the contract specifies otherwise.

SOLICITATION DOCUMENT EXAMINATION: Vendors shall promptly notify the State of any ambiguity, inconsistency, or error which they may discover upon examination of a solicitation document.

TAX EXEMPTION: The State of Montana is exempt from Federal Excise Taxes (#81-0302402).

TECHNOLOGY ACCESS FOR BLIND OR VISUALLY IMPAIRED: Contractor acknowledges that no state funds may be expended for the purchase of information technology equipment and software for use by employees, program participants, or members of the public unless it provides blind or visually impaired individuals with access, including interactive use of the equipment and services, that is equivalent to that provided to individuals who are not blind or visually impaired. (Section 18-5-603, MCA.)

TERMINATION OF CONTRACT: Unless otherwise stated, the State may, by written notice to Contractor, terminate the contract in whole or in part at any time Contractor fails to perform the contract.

U.S. FUNDS: All prices and payments must be in U.S. dollars.

VENUE: This solicitation is governed by the laws of Montana. The parties agree that any litigation concerning this bid, request for proposal, limited solicitation, or subsequent contract, must be brought in the First Judicial District in and for the County of Lewis and Clark, State of Montana, and each party shall pay its own costs and attorney fees. (Section 18-1-401, MCA.)

WARRANTIES: Contractor warrants that the products offered conform to the specifications requested, are fit and sufficient for the purpose manufactured, are of good material and workmanship, and are free from defect. Contractor further warrants that the products are new and unused and of the latest model or manufacture, unless the State specifies otherwise. Exceptions will be rejected.

SECTION 1: GENERAL REQUIREMENTS

1.0 INTRODUCTION

The STATE OF MONTANA, Fish, Wildlife & Parks (hereinafter referred to as "the State") is soliciting bids for **Outer Wear Items** to be used in its Hunter Safety Education program to be delivered FOB to 930 Custer Avenue West, Helena, MT 59601. A more complete description of the supplies sought is provided in Section 4 of this IFB. Bids submitted in response to this solicitation must comply with the instructions and procedures contained herein.

1.1 CONTRACT TERM

The contract term is for a possible period of two (2) years beginning upon both parties signing the contract and ending **January 28, 2017**. Renewals of the contract, by mutual agreement of both parties, may be made at two-year intervals, or any interval that is advantageous to the State depending on funding and need for products. This contract, including any renewals, may not exceed a total of seven years, at the option of the State.

1.2 INSTRUCTIONS TO BIDDERS

1.2.1 Procurement Officer Contact Information. Contact information for the FWP Contracting Officer is as follows:

Procurement Officer Contact Information.

Contact information for the procurement officer is as follows:

Procurement Officer: Kari Shinn

Address: 930 Custer Avenue West, Helena, MT

Telephone Number: 406-495-3249

Fax Number: 406-495-3253

E-mail Address: kshinn@mt.gov

1.2.2 Examination of Solicitation Documents and Explanation to Bidders. Bidders are responsible for examining the solicitation documents and any addenda issued to become informed as to all conditions that might in any way affect the cost or performance of any work. Failure to do so will be at the sole risk of the bidder. Should the bidder find discrepancies in or omissions from the solicitation documents, or should their intent or meaning appear unclear or ambiguous, or should any other question arise relative to the solicitation documents, the bidder shall promptly notify the procurement officer in writing. The bidder making such request will be solely responsible for its timely receipt by the procurement officer. Replies to such notices may be made in the form of an addendum to the solicitation.

1.2.3 Interpretation or Representations. The State of Montana assumes no responsibility for any interpretation or representations made by any of its officers or agents unless interpretations or representations are incorporated into a formal written addendum to the solicitation.

1.2.4 Acknowledgment of Addendum. If the IFB is amended, then all terms and conditions which are not modified remain unchanged. It is the bidder's responsibility to keep informed of any changes to the solicitation. **Bidders must sign and return with their bid an Acknowledgment of Addendum for any addendum issued.** Bids that fail to include an Acknowledgment of Addendum may be considered nonresponsive.

1.2.5 Extension of Prices. In the case of error in the extension of prices in the bid, the unit price will govern. In a lot bid, the lot price will govern.

1.2.6 Bid Preparation Costs. The costs for developing and delivering responses to this IFB are entirely the responsibility of the bidder. The State is not liable for any expense incurred by the bidder in the preparation and presentation of their bid or any other costs incurred by the bidder prior to execution of a purchase order or contract.

1.3 BID SUBMISSION

1.3.1 Bids Must Be Sealed and Labeled. Bids must be sealed and labeled on the outside of the package to clearly indicate that they are in response to IFB# 150074. **It is the bidder's sole responsibility to ensure their bid is received at the Montana Fish, Wildlife & Parks, 930 Custer Avenue West, Helena prior to 2:00 p.m., local time, January 28, 2015.** All prices and notations must be printed in ink or typewritten. Errors should be crossed out, corrections entered, and initialed by the person signing the bid.

1.3.2 Late Bids. *Regardless of cause, late bids will not be accepted and will automatically be disqualified from further consideration.* It shall be the bidder's sole risk to assure delivery at the receptionist's desk at the designated office by the designated time. Late bids will not be opened and may be returned to the bidder at the expense of the bidder or destroyed if requested.

1.3.3 Bidder's Signature. The solicitation must be signed in ink by an individual authorized to legally bind the business submitting the bid. The bidder's signature on a bid in response to this IFB guarantees that the offer has been established without collusion and without effort to preclude the State of Montana from obtaining the best possible supply or service.

1.3.4 Alternate Bids. Vendors may submit alternate bids (a bid on supplies other than specified). Alternate bids are considered only if the vendor is the lowest responsible vendor on their primary bid. Bids must be clearly identified as "Primary" and "Alternate."

1.3.5 Descriptive Literature. Complete manufacturer's descriptive literature sufficient in detail to establish quality and compliance with all specifications must be submitted with each bid. The State reserves the right to examine products further to determine compliance with the stated specifications.

1.4 CHANGE OR WITHDRAWAL OF BIDS

1.4.1 Change or Withdrawal PRIOR to Bid Opening. Should any bidder desire to change or withdraw a bid prior to the scheduled opening, the bidder may do so by making such request in writing to the procurement officer listed in Section 1.2.1 above. This communication must be received prior to the date and hour of the bid opening by a request in writing or facsimile to the procurement officer (e-mail notices containing prices are not allowed and will be disqualified).

1.4.2 Change AFTER Bid Opening But Prior to Bid Award. After bids are opened, they may not be changed except to correct patently obvious mistakes and minor variations as allowed by ARM 2.5.505. The bidder shall submit verification of the correct bid to the State prior to the final award by the State.

1.5 BID AWARDS

1.5.1 Basis for Award. Bid award, if made, will be to the responsive and responsible bidder who offers the lowest cost to the State in accordance with the specifications set forth in the invitation for bid.

1.5.2 Rejection of Bids. While the State has every intention to award a contract as a result of this IFB, issuance of the IFB in no way constitutes a commitment by the State of Montana to award and execute a

contract. Upon a determination such actions would be in its best interest, the State, in its sole discretion, reserves the right to:

- Cancel or terminate this IFB (18-4-307, MCA);
- Waive any undesirable, inconsequential, or inconsistent provisions of this IFB which would not have significant impact on any bid (ARM 2.5.505); or
- If awarded, terminate any contract if the State determines adequate state funds are not available (18-4-313, MCA).

SECTION 2: DELIVERY REQUIREMENTS

2.0 DELIVERY REQUIREMENTS

2.0.1 Delivery Date. The DELIVERY DATE space on the cover sheet must be completed to indicate day, month, and year, or a specific number of days after receipt of order (ARO). Failure to comply with the requirements may invalidate a bidder's quotation for any or all items.

2.0.2 Shipping. Weekends and holidays excepted, deliveries shall be **F.O.B. DESTINATION**, to the location shown below. The term "F.O.B. destination, within the State's premises," as used in this clause, means free of expense to the State and delivered to the location specified. The Contractor shall:

- Pack and mark the shipment to comply with specifications; or if the specifications do not contain specific packing or marking instructions, pack and mark the shipment in accordance with prevailing commercial practices and in such a manner as to ensure delivery in good condition and as required by this IFB;
- Deliver the shipment in good order and condition to the point of delivery specified in the IFB;
- Be responsible for any loss of and/or damage to the goods occurring before receipt of the shipment by the State at the delivery point specified in the IFB;
- Furnish a delivery schedule and designate the mode of delivering carrier; and
- Pay and bear all charges to the specified point of delivery.

2.0.3 Delivery Location.

Montana Fish, Wildlife & Parks
930 Custer Avenue West
Helena, MT 59601

Delivery is required between the hours of 8:00 a.m. and 5:00 p.m. Monday to Friday.

SECTION 3: SPECIAL TERMS AND CONDITIONS

3.0 PURCHASING CARD

The State of Montana has a Purchasing Card Program in place that gives agencies the ability to charge purchases made from these contracts. The State of Montana prefers this method of payment.

3.1 PATENT AND COPYRIGHT PROTECTION

3.1.1 Third Party Claim. In the event of any claim by any third party against the State that the products furnished under this contract infringe upon or violate any patent or copyright, the State shall promptly notify Contractor. Contractor shall defend such claim, in the State's name or its own name, as appropriate, but at Contractor's expense. Contractor will indemnify the State against all costs, damages, and attorney's fees that accrue as a result of such claim. If the State reasonably concludes that its interests are not being properly protected, or if principles of governmental or public law are involved, it may enter any action.

3.1.2 Product Subject of Claim. If any product furnished is likely to or does become the subject of a claim of infringement of a patent or copyright, then Contractor may, at its option, procure for the State the right to continue using the alleged infringing product, or modify the product so that it becomes noninfringing. If none of the above options can be accomplished, or if the use of such product by the State shall be prevented by injunction, the State will determine if the Contract has been breached.

3.2 CONTRACT TERMINATION

3.2.1 Termination for Cause. The State may, by written notice to the Contractor, terminate this contract in whole or in part at any time the Contractor fails to perform this contract.

3.2.2 Termination for Convenience. The State may, by written notice to the Contractor, terminate this contract without cause. The State must give notice of termination to the Contractor at least 14 days prior to the effective date of termination.

3.2.3 Reduction of Funding. The State must terminate this contract if funds are not appropriated or otherwise made available to support the State's continuation of performance of this contract in a subsequent fiscal period. (See section 18-4-313(4), MCA.)

SECTION 4: SPECIFICATIONS

4.0 EQUIVALENT PRODUCTS

Requirements designated in this bid must be satisfied, or a functional equivalent bid submitted, which is acceptable to the State. Bidders who do not meet this criterion may be disqualified from further consideration. A bidder must state if they are unable or unwilling to meet any requirement. Inability or unwillingness to meet any requirement, in part or total, may be cause for disqualification of the entire response. Any exceptions taken by the bidder must be clearly identified on the bid forms.

4.1 PRICES

4.1.1 Taxes, Shipping, and Invoicing. The prices herein specified, unless otherwise expressly stated, shall exclude all taxes and duties of any kind which either party is required to pay with respect to the sale of products covered by this IFB, but shall include all charges and expenses in connection with the packing of the products and their carriage to the place of delivery to the State unless specifically excluded. Bid prices shall include any and all transportation costs. The Contractor shall be paid, except as otherwise stated in this IFB, upon submission of a proper invoice, the prices stipulated herein for products, and/or services delivered to and accepted at the specified State location(s).

4.1.2 Contract Renewal. The sizes and quantities listed are for the initial order. **There is no guarantee of order quantity.** Contract will be awarded to successful bidder for two years with **optional** renewals up to seven years. **Successful bidder must keep the price the same for the two years of the contract.** Price increases may be made, by mutual agreement of both parties, only at the time of renewal. Contractor may be required to justify price increase requests. Initial order must be delivered to FWP no more than 30 days after receipt of order. Orders placed after the initial order must be delivered no more than 30 days after receipt.

4.2 ITEM-BY- ITEM AWARD

Awards will be made on an item-by-item basis. Bidder must provide prices for all line items that they wish to bid on. However, a bidder may enter "No Cost" in the unit price and extended amount columns to indicate that the item is being offered at "No Cost."

4.3 SPECIFICATIONS

Listed below are the items for the initial order that Montana Fish, Wildlife & Parks is soliciting for. A sample of product and price is required for each item that you intend to bid on. Samples must be included with submission of bid. Failure to do so will be **disqualification** of your bid.

HUNTER EDUCATION INSTRUCTOR and STUDENT Patches
AND
BOWHUNTER EDUCATION INSTRUCTOR and STUDENT Patches

A

B



Both patches are 4" in diameter. Student patches are identical to instructor patches except they say **STUDENT not INSTUCTOR**. Lettering on patches is 1/4" and bear Logo is 1 7/8" high x 2" wide.

Hunter Education patches – Must read as pictured

- Florescent orange background on felt material
- Block lettering and merrow border/florescent blue thread
- Bear logo/medium brown/light brown thread around nose and mouth area with pink tongue & white teeth
- One patch must read Hunter Education Instructor
- One patch must read Hunter Education Student

Bowhunter Education patches – Must read as pictured

- Tan background on twill surface
- Block lettering and merrow border/forest green thread
- Bear logo/medium brown/light brown thread around nose and mouth area with pink tongue & white teeth
- One patch must read Bowhunter Education Instructor
- One patch must read Bowhunter Education Student

Hunter graduation vest "Front"

I'M A SAFE
AND RESPONSIBLE
MONTANA HUNTER
Impact Font 3/8" lettering

Top of lettering located 6 3/4" below right shoulder seam

HUNTER EDUCATION GRADUATE - 1/4" block lettering

Bear Logo – attachment 1

MONTANA – 5-16" block lettering

FISH, WILDLIFE & PARKS 1/4" block lettering

Top of emblem located 6 1/4" below left shoulder seam

C



Student Vest:

- 100 % polyester/florescent (hunter) orange/one size fits all
- Black lettering/black outline
- Elastic connecting front and back on each side at the botton;velcro closure at the bottom in front.

Logo and lettering is silk screened and must read as pictured.

Silk screened bear logo (see attachment 1).

Hunter Graduation Vest "Back"

MAKE THE CALL 5/8"

Turn In Poachers 1/2"

1-800-TIP MONT 1/2"

Bear Logo is 3/4" high x 3/4" wide/ Montana Fish, Wildlife & Parks (see attachment 1) 3/16"

Top of lettering is 7 1/2" from the bottom black.

D



Lettering is silk screened and must read as pictured.

Lettering Font is ITC Bookman Demi stretched top to bottom

E



Hunter Education Instructor Vest

- Flourescent orange/zippered in front
- 65% polyester, 35% cotton
- Front pockets at bottom on each side- 6 1/2" x 6 1/2"
- Top of screened logo on left side 6" below shoulder seam centered between zipper and arm seam
- Block lettering 1/4" black
- Bear Logo (see attachment 1)

Lettering is silk screened and must read as pictured.

F



Bowhunter Education Instructor Vest

- Khaki Heather/zippered in front
- 65% polyester, 35% cotton
- Front pockets at bottom on each side/ 6 1/2" x 6 1/2"
- Top of screened logo on left side 6" below shoulder seam centered between zipper and arm seam
- Block lettering is 1/4" black
- Bear logo (see attachment 1)

Silk Screened lettering and logo must be as pictured.

H



Bowhunter Education Instructor Polo's

- 100% cotton/short sleeved
- Shirt color must be sea foam color (picture does not accurately reflect sea foam color)
- Collared/three button down front
- Logo embroidered on left side 5" below shoulder seam centered between arm seam and button seam nearest the logo
- Melco block lettering is 1/4" (must be comparable to Maderia 1290 thread color)
- Bear logo is 1 1/2" high x 1 3/4" wide
- High point of lettering is to be placed 6" below shoulder seam.
- Bear logo is medium brown with light brown thread around nose/mouth area with pink tongue
- Embroidered lettering and logo must be as pictured.



Hunter Education Instructor Polo's

- 100 % cotton/short sleeved collared/three button down front
- Shirt color must be khaki heather color (picture does not accurately reflect color)
- Logo embroidered on left side
- Melco block lettering is 1/4" (must be comparable to Madeira 1059 thread color)
- Bear logo is 1 1/2" high x 1 3/4" wide
- Top of lettering is 6" below shoulder seam on left side centered between arm seam and button seam nearest the logo
- Bear logo is medium brown with light brown thread around nose/mouth area with pink tongue
- Embroidered lettering and logo must be as pictured.



Hunter Education Instructor Denim's (must be comparable to Lee classic denim)

- Basic light weight/button up/button down collar/one left side pocket with button closure
- Long sleeved 100 % cotton blue denim material with respective logos embroidered over pocket
- Melco block lettering is 1/4" (must be comparable to Madeira 1055 thread color)
- Lettering is placed 1/4" above pocket and centered
- Bear logo is 1 1/2" high x 1 3/4" wide.
- Bear logo is medium brown with light brown thread around nose/mouth area with pink tongue

Embroidered lettering and logo must be as pictured.

K



Bowhunter Education Instructor Denim (must be comparable to Lee classic denim)

- Basic light weight/button up/button down collar/one left side pocket with button closure
- Long sleeved 100 % cotton blue denim material with respective logos embroidered over pocket
- Melco block lettering is 1/4" (must be comparable to Madeira 1055 thread color)
- Lettering is placed 1/4" above pocket and centered
- Bear logo is 1 1/2" high x 1 3/4" wide.
- Bear logo is medium brown with light brown thread around nose/mouth area with pink tongue

Embroidered lettering and logo must be as pictured.

4.4 Quote

Quantities below are for initial order only. Future orders will be on as needed basis determined by FWP. Therefore we need prices for items we are currently not ordering, but will be ordering in the future. Please note if there is a minimum order quantity in your cost proposal and include any quantity levels that reflect price breaks. All pricing must be FOB Fish, Wildlife & Parks, Warehouse, 930 Custer Ave. West, Helena, MT 59601.

<u>Quantity</u>	<u>Description</u>	<u>Price Each</u>	<u>Total Price</u>
5000	Hunter education student patches (4" diameter) (See figure A – Insert STUDENT in place of instructor)	_____	_____
0	Hunter education instructor patches (4" diameter) (See figure A)	_____	
0	Bowhunter education student patches (4" diameter) (See figure B – Insert STUDENT in place of instructor)	_____	
250	Bowhunter education instructor patches (4" diameter) (See figure B)	_____	_____
2000	Hunter education student safety vests (florescent orange with silk screening. (See figures C and D)	_____	_____

<u>Hunter education instructor vests</u>	<u>Price Each</u>	<u>Total Price</u>
Quantity:		
12 - Small	_____	_____
15 - Medium	_____	_____
30 - Large	_____	_____
40 - Extra Large	_____	_____
20 - 2X Large	_____	_____
0 - 3X Large	_____	
2 - 4X Large (See figure E)	_____	_____
	Total Price:	_____

<u>Bowhunter instructor vests</u>	<u>Price Each</u>	<u>Total Price</u>
Quantity:		
0 - Small	_____	
0 - Medium	_____	
0 - Large	_____	
0 - X Large	_____	
0 - 2X Large	_____	

Price Each

Total Price

0 – 3X Large

4 – 4X Large
(See figure F)

Bowhunter education instructor shirts (sea foam polo embroidered)

Quantity:
5 - Small

2 - Medium

4 - Large

7 - X Large

0 - 2X Large

0- 3X Large

2 - 4X Large
(See figure H)

Ladies

Bowhunter education instructor shirts (sea foam polo embroidered)

Quantity:
0 - Small

0- Medium

0 - Large

0 - X Large

0 - 2X Large

0 - 3X Large

0 - 4X Large
(See figure H)

Mens

Hunter education instructor shirts (khaki polo with embroidery)

Quantity:
5 - Small

6 - Medium

Total Price: _____

Mens

Total Price: _____

Price Each

Total Price

0 - Large

10 - Extra Large

10 - 2X Large

0 - 3X Large

2 - 4X Large

(See Figure I)

Total Price: _____

Ladies

Hunter education instructor shirts (khaki polo with embroidery)

Quantity:

0 - Small

0 - Medium

0 - Large

0 - Extra Large

0 - 2X Large

0 - 3X Large

0 - 4X Large

(See figure I)

Mens

Hunter education instructor shirts (blue denim with embroidery)

Quantity:

0 - Small

0 - Medium

0 - Large

0 - Extra Large

0 -2X Large

0- 3X Large

0 - 4X Large

(See figure J)

Price Each

Mens

Bowhunter education instructor shirts (blue denim with embroidery)

Quantity:

0 - Small

0 - Medium

0 - Large

0 - Extra Large

0 - 2X Large

0 - 3X Large

0 - 4X Large

(See figure K)

Sample products will be evaluated by FWP. Samples will be returned upon request after the bidding process is completed.

Yes, Return Samples _____ No, Keep Samples _____

4.5 BIDDING/CONTRACT REQUIREMENT

4.5.1 Prospective bidders are **required** to provide sample's of the shirts, vests and patches **with the FWP Bear logo and lettering with this bid**. The sample's must be the identical brand, model, and style the bidder intends to supply during the course of the contract. Substitutes **will not** be accepted after bid award.

- There is no minimum or maximum order guarantee
- Prices quoted must include any set-up or art fees
- The State reserves the right to accept or reject any or all bids, to waive informalities and technicalities, to accept the most advantageous to the agency
- The State reserves the right to change colors

Identical brand of and style of shirts, vests and patches quoted must remain the same throughout the life of the contract. No substitutes will be accepted without prior discussion and approval.

Signing this IFB certifies that the items you are presenting for bid meet all of the required specifications.

Fish, Wildlife & Parks reserves the right to assess monetary damages of \$50.00 per calendar day for deliveries that exceed the required delivery date.

4.6 PAYMENT

4.6.1 The outerwear items delivered to Fish, Wildlife & Parks will be visually inspected for specification compliance. Outerwear visually meeting specification requirements will be paid within 30 days upon submittal of acceptable invoice. Outerwear not meeting specification requirements may be rejected entirely.

IFB Checklist

Have you remembered to:

- Check our website for the latest addendum to the IFB
 - Sign each "Acknowledgment of Addendum" if required
 - Sign your bid on our cover sheet
 - Mark your mailing envelope or box with the IFB number and the opening date under your return address
 - Carefully review the "Standard Terms and Conditions"
 - Carefully review all listed requirements to ensure compliance with the IFB
 - Initial all bid/pricing changes you made
- Bid F.O.B. Destination (Ship To: Address) Freight Prepaid