

# Event Details

## PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32801-0000012346	Sell	RFx	1
Event Round	Version		
1	2		
Event Name	TWRA Uniforms Embroidery, Alternations Patchwork		
Start Time	Finish Time		
05/20/2022 09:30:00 CDT	06/21/2022 14:00:00 CDT		

**Bidder:** PUBLIC EVENT DETAILS

**Submit To:** Wildlife Resources  
Call for Shipping Information  
United States

**Contact:** Kelly Johns  
**Phone:** 16157418852  
**Email:** Kelly.x.johns@tn.gov

**Event Currency:** US Dollar  
**Bids allowed in other currency:** No

## Event Description

TWRA Uniforms Embroidery, Alternations Patchwork  
TWRA is seeking a three-year contract for the purchase of uniforms with services provided by the Respondent for embroidery, alternations and patchwork. The work completed shall follow the guidelines specified in the products specifications. All manufacturers and models shall be mandatory items and Respondent shall be able to provide all items requested.

Solicitation Coordinator  
Kelly Johns | Sourcing Account Management Team Lead  
p. 615-741-8852  
Kelly.X.Johns@tn.gov

Pre-response conference: May 26, 2022 10:30 to 11:30 a.m.  
Join on your computer or mobile app (See T&Cs document)  
Or call in (audio only)  
+1 629-209-4396,,593214847# United States, Nashville  
Phone Conference ID: 593 214 847#  
Find a local number | Reset PIN

Questions and Comments are due June 2, 2022  
co/Solicitation Coordinator  
Mr. Laitin Beecham, M.P.A. |Sourcing Account Specialist  
p. 615-291-5794  
Laitin.Beecham@tn.gov

READ THE ENTIRE BID, including the Event Details, Specifications, and Terms and Conditions and any other attachments.

If the Review and bid on this event link included in the e-mail notification does not work, please go to [https://sso.edison.tn.gov/psp/paprd/SUPPLIER/SUPP/h/?tab=PAPP\\_GUEST](https://sso.edison.tn.gov/psp/paprd/SUPPLIER/SUPP/h/?tab=PAPP_GUEST)  
Log in with your vendor ID and password in order to search bid opportunities.

NOTE: Need help with EDISON? Call the Edison HELP Desk at 866-376-0104 or 615-741-4357

Please do not wait until the last day to POST YOUR BID. The Edison system will sign you out after 30 minutes of inactivity. Your password expires EVERY 90 DAYS. It is the responsibility of the Edison User (bidder/vendor) to maintain their own profile information (Email address, phone numbers, address or contacts) and to continue to keep it current by logging into the Supplier Portal and making changes as needed.

Supplier Portal link: [https://sso.edison.tn.gov/psp/paprd/SUPPLIER/SUPP/h/?tab=PAPP\\_GUEST](https://sso.edison.tn.gov/psp/paprd/SUPPLIER/SUPP/h/?tab=PAPP_GUEST)  
(Maintain supplier information)

Central Procurement Office Website: <https://www.tn.gov/generalservices/procurement.html>

The website is constantly being updated with information to assist the agencies and vendors; you are encouraged to visit the website frequently.

# Event Details (cont.)

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Question	UOM	Best	Worst	Response
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### General Questions

Question	UOM	Best	Worst	Response
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I (we) agree to strictly abide by all the statutes and terms contained in the rules of the Department of General Services, Central Procurement Office, which are by reference made a part hereof, in addition to the special terms, conditions and specifications embodied in the invitation to bid.

IMPORTANT: By Selecting YES, the bidder certifies compliance with the above and further certifies that this bid is made without collusion or fraud.

Yes

Required: Yes Mandatory Response:Yes

#### Response Comments

We ask that you take a few short minutes to complete this survey. The purpose of this survey is to capture Respondents' assessments of CPO procurement processes. Your responses will remain anonymous, and will have no bearing or consideration on contract award.

<https://www.surveymonkey.com/r/stateoftncpocustomer>

Required: No Mandatory ResponseNo

#### Response Comments

Per the specifications, delivery terms-The Tennessee Wildlife Resources Agency (TWRA) does not have warehousing facilities for uniforms.

Contractor shall attach emblems (or complete embroidery) and deliver all items ordered within 45 days after receipt of a purchase order. Contractors shall be expected to stock uniforms, or have access to stock, to complete orders within the specified delivery terms.

By Selecting YES, the bidder certifies compliance with the above specifications/delivery time.

Required: Yes Mandatory ResponseNo

# Event Details (cont.)

## PeopleSoft Strategic Sourcing

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### Response Comments

Question	UOM	Best	Worst	Response
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Please complete the attached form, included with the Terms and Conditions document, and attach all pertinent documentation regarding your company's efforts to achieve diversity business participation. This information must be submitted with the bid document and monthly thereafter until a reasonable level of diversity business participation is achieved. Confirm below that you have completed this attached form by choosing, "Yes."

Required: Yes Mandatory ResponseNo

### Response Comments

Attach your completed evaluation model/pricing worksheet.

Required: Yes Mandatory ResponseNo

**A file attachment is required to satisfy this question.  
 Your bid will need to be edited online to include attachment responses.  
 Response Comments**

The Respondent affirms the following statement, as required by the Iran Divestment Act Tenn. Code Ann. § 12-12-111: "By submission of this response, each Respondent and each person signing on behalf of any Respondent certifies, and in the case of a joint response each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each Respondent is not on the list created pursuant to Tenn. Code Ann. § 12-12-106." For reference purposes, the list is currently available online at:  
<https://www.tn.gov/generalservices/procurement/central-procurement-office--cpo-/library-public-information-library.html>

Required: Yes Mandatory ResponseNo

# Event Details (cont.)

## PeopleSoft Strategic Sourcing

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### Response Comments

Question	UOM	Best	Worst	Response
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Respondent will describe quality control program or procedures.

Required: Yes Mandatory ResponseNo

### Response Comments

Associated Terms:

The Contractor shall furnish competent, skilled supervision to insure that reasonable quality standards are maintained at all times.

List the return goods policy:

Required: Yes Mandatory ResponseNo

### Response Comments

Please attach documentation that reflects you are registered with the Department of Revenue for sales and use tax, as stated in the Terms and Conditions. If you are exempt, please provide a copy of the communication from the Department of Revenue supporting this exemption.

Required: Yes Mandatory ResponseNo

### Response Comments

# Event Details (cont.)

## PeopleSoft Strategic Sourcing

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1	2		
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Question	UOM	Best	Worst	Response
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Please list the following information:

- List the Contract Administrator's Name
- List the Contract Administrator's Address
- List the Contract Administrator's Phone Number
- List the Respondent's Toll Free Phone Number
- List the Contract Administrator's Pager or Cell Number
- List the Contract Administrator's Email Address
- List the Respondent's Website

Required: Yes Mandatory ResponseNo

**Response Comments**

Please answer yes or no to the following. If YES, describe using additional pages and attach to the Response including any relevant details:

(a) is the Respondent presently debarred, suspended, proposed for debarment, or voluntarily excluded from covered transactions by any federal or state department or agency;

(b) has the Respondent within the past three (3) years, been convicted of, or had a civil judgment rendered against the contracting party from commission of fraud, or a criminal offence in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or grant under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) is the Respondent presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses detailed above; and

(d) has the Respondent within a three (3) year period preceding the contract had one or more public transactions (federal, state, or local) terminated for cause or default.

Required: Yes Mandatory ResponseNo

# Event Details (cont.)

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### Response Comments

Question	UOM	Best	Worst	Response
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List the length of time your company has been in business with a detailed explanation of services provided. Respondent must have occupied a place of business for at least eight (8) years with suitable equipment, supplies and trained staff capable of providing the goods and/or services requested.

List the average inventory dollar amount:

Required: Yes Mandatory ResponseNo

### Response Comments

The respondent shall indicate whether or not they plan to sub-contract:

No: The respondent does not anticipate using a sub-contractor at this time and agrees to submit a request to subcontract during the contract period prior to using a subcontractor.

Yes: The bidder shall list the subcontractor(s):

Attach list of additional subcontractors to the bid, including the following for each subcontractor.

- List the Sub-Contractor's Name
- List the Sub-Contractor's Address
- List the Sub-Contractor's Contact Person
- List the Sub-Contractor's Phone Number

Required: Yes Mandatory ResponseNo

### Response Comments

Associated Terms:

The Contractor shall not assign this Contract or enter into a subcontract for any of the goods or services provided under this Contract without obtaining the prior written approval of the Central Procurement Office. Notwithstanding any use of approved subcontractors, the Contractor shall be the prime contractor and shall be responsible for all work provided.

# Event Details (cont.)

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Question	UOM	Best	Worst	Response
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Service Experience, Contracts

List the description of services. Please enter the information for three (3) comparable contracts on-going or completed within the last two (2) years.

Comparable Contract

List Name/Address of Comparable Contract  
List the Contact Person  
List the Phone Number  
List the Contact Person's Email Address

Required: Yes Mandatory ResponseNo

**Response Comments**

Per the specifications, contract Line-Item identification number and description that corresponds to the ordered uniform item shall be included on the invoice.

By Selecting YES, the bidder certifies compliance with the above specifications/invoice procedures.

Required: Yes Mandatory ResponseNo

**Response Comments**

Per the specifications, the Contractor shall have an alterations facility within 50 miles of TWRA HQ, 5107 Edmondson Pike, Nashville, TN 37211 to ensure quicker turnaround times on alterations and limits cost of shipping and handling.

By responding YES, the bidder certifies compliance with the above specifications/location.

Answer YES or NO and List Respondent's Address

Required: Yes Mandatory ResponseNo

**Response Comments**

# Event Details (cont.)

## PeopleSoft Strategic Sourcing

<b>Event ID</b> 32801-0000012346	<b>Format</b> Sell	<b>Type</b> RFx	<b>Page</b> 8
<b>Event Round</b> 1	<b>Version</b> 2		
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## Line Details

**Line:** 235 **Item ID:** **Line Qty:** 1.00 **UOM:** Each **Bid Qty:**   
**Required:** Yes **Reserve Price:** No

**Description:** DUMMY LINE (FILL ATTACHED COST EVALUATION MODEL)

Question	UOM	Best	Worst	Response
What is the unit price of this item?				<input type="text"/>
Required: Yes Mandatory Response: No				

### Response Comments



# Event Details (cont.)

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## Bidder Information

<b>Firm Name:</b>		
<b>Name:</b>	<b>Signature:</b>	<b>Date:</b>
<b>Phone #:</b>	<b>Fax #:</b>	
<b>Street Address:</b>		
<b>City &amp; State:</b>	<b>Zip Code:</b>	
<b>Email:</b>		

# Event Details (cont.)

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32801-0000012346	Sell	RFx	10
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## Appendix A - Line Specifications

**Line:** 235 **Item ID:** **Line Qty:** 1 **UOM:** Each  
**Description:** DUMMY LINE (FILL ATTACHED COST EVALUATION MODEL)

### Item Specifications

<b>Manufacturer:</b>		<b>Item Height:</b>	0
<b>Mfg Item ID:</b>		<b>Dimension UOM:</b>	
<b>Item Length:</b>	0	<b>Volume UOM:</b>	
<b>Item Width:</b>	0	<b>Weight UOM:</b>	
<b>Item Volume:</b>	0	<b>Item Color:</b>	
<b>Item Weight:</b>	0		
<b>Item Size:</b>			

### Shipping Information

<b>Schedule:</b>	1	<b>Ship To:</b>	
<b>Quantity:</b>	1		
<b>Due Date:</b>	05/28/2022		
<b>Freight Terms:</b>			
<b>Ship Via:</b>			

# Event Details (cont.)

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## Appendix B - Terms & Conditions

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1. The undersigned acknowledges that all submitted information and documentation will become the property of the state of Tennessee. The undersigned also affirms that the information given above is true, accurate, and includes pertinent information necessary to identify and explain the operation of this organization to the best of my knowledge and is in no way misleading.
2. Should any data change in the future, the Supplier agrees to immediately submit the correct information electronically through the State's Supplier Portal.

If the information will be submitted in writing please mail to the following address:

Department of Finance and Administration  
312 Rosa L. Parks Ave.  
21st Floor Tennessee Tower  
ATTN: Supplier Maintenance  
Nashville, TN 37243

3. No person on the grounds of handicap or disability, age, race, color, religion, sex, national origin, creed, or any other classification protected by Federal and/or Tennessee State constitutional and/or statutory law shall be excluded from participation in, or denied benefits of, or be otherwise subjected to discrimination in the performance of the Contract or in the employment practices of the Contractor. The Contractor shall, upon request, show proof of such non-discrimination, and shall post in conspicuous places, available to employees and applicants, notices of non-discrimination.

Last Updated: 08/30/2016