

INVITATION TO BID, BID, AND CONTRACT AWARD

**GREENE COUNTY PURCHASING DEPARTMENT
204 N. CUTLER ST., SUITE 209
GREENEVILLE, TENNESSEE 37745**

INVITATION TO BID

BID

(Bidder to complete all blanks)

RETURN BID IN SEALED ENVELOPE

The undersigned agrees, if this bid is accepted within time specified elsewhere herein, to furnish all supplies/services identified herein at the prices set forth beside each item specified herein in strict accordance with the bid specifications. Such delivery shall be made with _____ days of receipt of notice to proceed.

Payment Terms: _____ % _____ Days (Offers of less than 20 days will not be considered in bid evaluations).

TYPED SIGNATURE BY

(Handwritten signature by authorized officer of firm or agent) (Date)

(TITLE) PHONE NO.

Bid No. 1033 Bid Opening Date: APRIL 20, 2015 Time: 2 P.M.

Title: RENTAL UNIFORMS Buyer: DIANE SWATZELL Phone: 423-798-1700

Date Issued: APRIL 10, 2015 F.O.B. Point GREENEVILLE This Bid is
Formal Informal

TERM OF CONTRACT

ONE TIME PURCHASE ONE YEAR FIXED PRICE CONTRACT OTHER RENEWAL OPTIONS

BID DEPOSIT REQUIREMENTS

NONE REQUIRED CHECK OR BOND \$ _____ (SEE GENERAL CONDITIONS ENCLOSED)

PERFORMANCE BOND

NOT required To be submitted in amount of _____ % of contract total

SAMPLES

Samples are to be submitted with Bid X IF REQUESTED
NOT Required Samples are to be submitted within 10 days after notification

DESCRIPTIVE LITERATURE AND TECHNICAL DATA

To be submitted with Bid XX To be submitted on Brand substitutions only

GREENE COUNTY, TENNESSEE General Conditions and Instructions to Bidders are incorporated herein by reference

CONTRACT AWARD

Date _____ Contract No. _____ Contract Period _____ to _____

The above bid is accepted in the amount of \$ _____ as pertains to item(s) _____
Authorization to furnish supplies/services will be made via: Purchase Order or Blanket Order as appropriate, signed by the County Purchasing Agent or other designated personnel.

GREENE COUNTY, TENNESSEE

BY _____

TERMS AND CONDITIONS OF THE INVITATIONS FOR BIDS

AWARD

The right is reserved, as the interest of the County may require, to reject any and all bids and to waive any informality or irregularity in bids received. The County may accept any item or group of items of any bid unless qualified by specific limitation of the bidder. Unless otherwise provided in the schedule, bids may be submitted for any quantities less than those specified. The County reserves the right to make an award on any item for quantity less than the quantity bid upon at the unit price offered unless the bidder specifies otherwise in his bid. The contract shall be awarded to that responsible bidder whose bid, conforming to the Invitation for Bids, will be most advantageous to the County price and other factors considered. An award mailed (or otherwise furnished) to the successful bidder within the time for acceptance specified in the bid results in a binding contract without further action by either party.

PREPARATION OF BIDS

(A) Bidders are expected to examine the drawings, specifications, schedule and all instructions. Failure to do so will be at the bidder's risk.

(B) Each bidder shall furnish the information required by the Invitation. The bidder shall sign the invitation and print or type his name on each schedule continuation sheet thereof on which he makes an entry. Erasures or other changes must be initialed by the person signing the offer. Bids will not be considered unless they are submitted on the enclosed form.

(C) Unit price for each unit bid shall be shown and such price shall include packing unless otherwise specified. A total shall be entered in the amount column of the schedule continuation sheet for each item bid. In case of discrepancy between any unit price and an extended price, the unit price will be presumed to be correct, subject, however, to correction to the same extent and in the same manner as any other mistake.

(D) Alternate bids for supplies or services other than those specified will not be considered unless authorized by the Invitation.

(E) Bidders must state a definite time for delivery of supplies or for performance of services unless otherwise specified in the Invitation.

(F) Time, when stated as a number of days, will include Saturdays, Sundays, and holidays.

EXPLANATION TO BIDDERS

Any explanation desired by a bidder regarding the meaning or interpretation, drawings, specifications, etc., must be requested in writing and with sufficient time allowed for a reply to reach bidders before submission of their bids. Oral explanation or instructions given to a prospective bidder concerning an Invitation will be furnished to all prospective bidders as an amendment to the Invitation, if such information is necessary to bidders in submitting bids on the Invitation or if the lack of such information would be prejudicial to uniformed bidders.

ACKNOWLEDGEMENT OF AMENDMENTS TO INVITATIONS

Receipt of an amendment to an Invitation by a bidder must be acknowledged on the bid form.

SUBMISSION OF BIDS

(A) Bids and modifications thereof shall be enclosed in sealed envelopes and addressed to the Greene County Purchasing Department, 204 North Cutler Street, Suite 209, Greeneville, TN 37745. The bidder shall show the hour and date specified in the Invitation for the receipt, the Invitation number, and the name and address of the bidder on the face of the envelope.

(B) Samples of items, when required, must be submitted within time specified and unless otherwise specified by the County, at no expense to the County. If not consumed by testing, samples will be returned at bidder's request and expense, unless otherwise specified in the Invitation.

FAILURE TO SUBMIT BID

If no bid is to be submitted do not return the invitation unless otherwise specified. A letter or post card should be sent to the issuing office advising whether further invitations for the type of supplies or services covered by this Invitation are desired. Failure of the recipient to bid or to notify the issuing office that further invitations are desired, may result in a removal of the name of such recipient from the mailing list for the type of supplies or services covered by the Invitation.

MODIFICATION OR WITHDRAWAL OF BIDS

Bids may be modified or withdrawn by written or telegraphic notice received prior to the exact hour and date specified for the receipt of bids, provided the County is satisfied that a written confirmation of the telegraphic modification over the signature of the bidder was mailed prior to the closing time. The telegraphic communications should not reveal the bid price but should provide the additional subtraction or other modifications so that the final prices or terms will not be known by the County until the sealed bid is opened. A bid may also be withdrawn in person by a bidder or his authorized representative, provided his identity is made known and he signs a receipt for the Invitation, but only if the withdrawal is made prior to the exact hour and date set for receipt of bids. Telephonic requests to withdraw a bid will not be considered.

LATE BIDS AND MODIFICATIONS

It is the responsibility of the bidder to deliver his bid or bid modification on or before the date and the time for the bid closing. Should the United States Postal Service be used for mailing this bid or modification, and the bid or modification is received after the date and time of bid closing but before award, the post office must have postmarked or certified that the envelope was received in time to have normal postal service in order to receive consideration. Company postage meter date is not acceptable as evidence of the date of mailing.

SELLER'S INVOICES

Invoices shall be prepared and submitted in duplicate unless otherwise specified. Invoices shall contain the following information:

Contract number (if any), purchase order number, item number, contract description of supplies or services, sizes, quantities, unit prices and extended totals. Invoices for and inquiries regarding payment should be addressed to Greene County Purchasing Department, 204 North Cutler Street, Suite 209, Greeneville, TN 37745.

BID DEPOSITS

X ___ Bid deposit not required

___ Bid deposit required – note the following:

The bidder will furnish a bid deposit in the form of a bond, certified check, company or personal check, cash or bank draft in the amount of

\$ _____ 0 _____ made payable to the Greene County Trustee, for the measure of the liquidated damages which the County will sustain and

the proceeds thereof will become property of the County if for any reason the bidder:

(A) Withdraws his bid after the opening of the bids and prior to the time a formal written agreement evidencing the contract has been signed and delivered to the County, whether or not the bidder at the time of such withdrawal has been designated as a successful bidder or

(B) Upon written notification of the award of contract to him, he fails to properly sign and deliver to the County within _____ a Performance Bond, if required; and the written agreement, formally evidencing the times of the Invitations for Bids and his bid as submitted.

The bidder further agrees that the County will have the right to retain the bid deposit for a period of sixty (60) days from the date of the opening of the bids. The bidder does further agree the amount of the bid deposits set down herein before to be firm for the above named period. At the expiration of said time, or earlier at the option of the County, said bid deposit will be returned to the bidder unless said bid deposit has become the property of the County as liquidated damages for one of the reasons stipulated.

PERFORMANCE BONDS

Performance Bond not required.

Performance Bond required – note the following:

The successful bidder will furnish a Performance Bond made payable to Greene County Trustee in the form of a bond, certified check, cash or bank draft of equal amount to the bid if under \$10,000. In the event that the successful bid is over \$10,000, the amount of the bond shall be \$10,000 plus 50% of the amount by which the contract price exceeds \$10,000. This bond, in part or all, is to be forfeited to the County in the event that the terms of the Contract are not met in total by the successful bidder.

COMPLIANCE WITH LAWS

The bidder shall comply with all laws relating to sale of and purchases by County governments insofar as they pertain to the purchase made under this contract.

QUALIFICATIONS OF BIDDERS

The County may make such investigations as are deemed necessary to determine the ability of the bidder to perform the work and the bidder shall furnish all such information and data for this purpose as the County may request. The County reserves the right to reject any bid if the evidence submitted by, or investigation of such bidder fails to satisfy the County that such bidder is properly qualified to carry out the obligations of the contract and to complete the work contemplated therein.

SUBCONTRACTS

The bidder is specifically advised that any person, firm, or other party to whom it is proposed to award a subcontract under this contract must be acceptable to and approved by the County.

MATERIAL AND AVAILABILITY

Bidders must accept responsibility for verification of material availability, production schedules and other pertinent data prior to submission of bid and delivery time. It is the responsibility of the bidder to notify the County liaison immediately if material specified is discontinued, replaced, or not available for an extended period of time.

DELIVERY

Indicate delivery in calendar days after receipt of order _____

This delivery is firm and must be met. Request for extensions will not be considered except as noted under Clause 9 and under Terms and Conditions of Purchase. Performance bonds, when required, will be assessed for late delivery. Delivery will be f.o.b. destination; this will apply to regular and normal stock items and special items which must be ordered direct from manufacturer. Delivery f.o.b. destination will be to the following location: **GREENEVILLE**

FEDERAL TAX AND STATE SALES TAX

Purchases by the County are not subject to any state sales or federal excise taxes. Exemption certificates shall be furnished by the County upon request of the contractor.

GUARANTEE

The bidder guarantees that the item is of first quality throughout and complies in all respects to the standards regularly sold by the manufacturer in the lines ordered. All items to be guaranteed for one year after date of acceptance or if the manufacturer prescribes a guarantee of greater duration, the latter time period of the guarantee will control.

PLEASE NOTE

Greene County does not accept bids by facsimile.

TERMS AND CONDITIONS OF PURCHASE

1. DEFINITIONS

A. The "County" is Greene County, Tennessee, and includes its designated representatives.

B. The "Contractor" is those mentioned as such "contractor, seller, vendor, supplier", in the contract and includes their designated representatives.

C. The "Specifications" includes instructions to bidders, the terms and conditions of purchase, the definitions and the technical specifications of the work.

D. A "Subcontractor", is a person, firm or corporation having a contract with the Contractor to furnish labor and materials or both, or who performs services for the project.

E. The NIGP *Dictionary of Purchasing Terms*, Second Edition, 1974, published by the National Institutes of Government Purchasing, will govern on questions as to any other definition in this contract.

2. CONTRACT TERMS

The performance of this contract shall be covered solely by the terms and conditions set forth in this contract notwithstanding any language contained on any invoice, shipping order, bill of lading or other document furnished the seller at any time and the acceptance by the County of any goods to be furnished hereunder accompanied by any such document shall not be construed as an acceptance by the County of any terms or conditions contained in such document which is inconsistent with the terms and conditions set forth in this contract. Any different or additional terms, other than those herein, contained in the seller's acceptance are hereby objected to.

3. TRANSPORTATION CHARGES

When terms of delivery or conditions of this order are f.o.b., destination, all transportation charges shall be paid by the seller.

4. PACKAGING

The County will not be liable for any charges for drayage, packaging, cartage, boxing, crating, or storage in excess of the purchase price of this order unless stated otherwise herein.

5. INSPECTION AND ACCEPTANCE

No material received by the County pursuant to this contract shall be deemed accepted until the County has had reasonable opportunity to inspect said material. All material which is discovered to be defective or which does not conform to any warranty of the seller herein upon initial inspection, or at any later time of the defects contained in the material were not reasonably ascertainable upon inspection, may be returned at the seller's expense for full credit or replacement. No goods returned as defective will be replaced without buyer's written authorization. Such return shall in no way affect the County's discount privileges. Such right to return offered to the County arising from the County's receipt of defective goods shall not exclude any other legal, equitable or contractual remedies the County may have therefore.

6. WARRANTY

The seller expressly warrants that all articles, material, and work covered by this contract will conform to each and every specification, drawing, sample, or other description which is furnished to or is adopted by the County and that they will be fit and sufficient for the purpose intended, merchantable, of good material and workmanship, and free from defect. Such warranty shall survive delivery and shall not be deemed waived either by reason of the County's acceptance of said material or goods or by payments for them.

7. PATENTS

The seller guarantees that the article described herein and the sale or use of them will not infringe upon any U.S. or foreign patent and seller covenants that he will, at his own expense, defend every suit which may be brought against the County, or those selling or using the County's product (provided seller is promptly notified of such suit and all papers therein are delivered to the seller) for any alleged infringement of any patent by reason of the sale or use of such articles and seller agrees that he will pay all costs, damages and profits recovered in any such suit.

8. QUANTITIES

The County assumes no obligation for articles or materials shipped in excess of the quantity ordered hereunder. Any unauthorized quantity is subject to the County's rejection and return at seller's expense.

9. ACTS OF GOD

Neither party shall be liable for delays, or defaults in the performance of this contract due to Acts of God or the public enemy, riots, strikes, fires, explosions, accidents, governmental action of any kind or any other causes of similar character beyond their control and without their fault or negligence.

10. INVOICES

Delay in receiving invoices, also errors in omissions on statements or invoices will be considered just cause for withholding settlement without losing privileges.

11. BANKRUPTCY OR INSOLVENCY

In the event of any proceedings by or against either party, voluntary or involuntary, in bankruptcy or insolvency, or for the appointment of a receiver or trustee or an assignee for the benefit of creditors, of the property of seller, or in the event of breach of any of the items hereof including the warranties of the seller, the County may cancel this contract of affirm the contract and hold the seller responsible for damages

12. COMPLIANCE WITH APPLICABLE LAWS

The seller warrants it has complied with all applicable laws, rules and ordinances of the United States, or any state, municipally or any other governmental authority or agency in the manufacture or sale of the items covered by this order.

13. TIME OF DELIVERY

To insure adequate service level to the people, Greene County requires that all material ordered will be delivered when specified. Time is, therefore, the essence of this contract. If deliveries are not made at the time agreed upon, the County reserves the right to cancel and purchase elsewhere and hold seller accountable therefore.

14. NOTICE AND SERVICE THEREOF

Any notice to any contractor from the County relative to any part of this contract will be in writing and considered delivered and the service thereof complied when said notice is posted, by certified or regular mail, to said contractor or his representative on the work.

15. PROVISIONS REQUIRED BY LAW DEEMED INSERTED

Each and every provision of law and clause required by law to be inserted in this contract will be deemed to be inserted herein and the contract will be read and enforced as though it were included herein, and if through mistake or otherwise any such provision is not inserted, or is not correctly inserted, then upon the application of either party the contract will forthwith be physically amended to make such assertion or correction.

16. TERMINATION OF CONTRACT

The County reserves the right to terminate the contract at any time if any of the provisions of the contract are violated by the contractor or by any of his subcontractors, in the sole judgment and discretion of the Purchasing Agent. In the event of such termination the contractor shall be liable for any excess cost incurred by the County. If the contract is so terminated, the County may purchase upon such terms and in such manner as the County Purchasing Agent may deem appropriate, supplies or services similar to those so terminated, and that the contractor will be liable for excess cost occasioned thereby.

17. RESPONSIBILITY FOR SUPPLIES

The contractor shall be responsible for supplies until they are delivered and accepted at the designated delivery point; and the contractor shall bear all risk for rejected supplies after notice of rejection.

18. CONTRACT MODIFICATION

The contract expresses the complete agreement of the parties. Any changes, additions or modifications hereto must be in writing and signed by the County Purchasing Agent. No other individual is authorized to modify the contract in any manner.

19. INDEMNIFICATION AND INSURANCE

If any such work covered by this contract is to be done on the County's premises, contractor agrees to carry liability and Worker's Compensation, satisfactory to the County, and to indemnify the County against all liability, loss and damage arising out of any injuries to persons and property caused by the contractor, his employees or agents. Upon request the contractor will furnish written evidence of such insurance coverage.

20. PUBLIC NOTICE-TITLE VI OF THE 1964

CIVIL RIGHTS ACT

"No person in the United States shall, on the ground of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance."

Anyone who believes that an agency or local government receiving federal financial assistance has discriminated against someone on the basis of race, color or national origin has a right to file a complaint within 180 days of the alleged discrimination. Inquiries and charges of violations concerning Title VI should be directed to the Human Resource Director of Greene County.

GREENE COUNTY INSURANCE CHECKLIST

Items marked "X" are required to be provided by bidder if contract award is made to your firm.

COVERAGES REQUIRED	MINIMUM LIMITS REQUIRED
___1. Workers' Compensation & Employer's Liability	Statutory Limits \$100,000 per occurrence, \$100,000 disease, \$500,000 annual aggregate
___2. Commercial General Liability to include Contractual Liability, XCU, Personal Injury Perils, Products Liability and Completed Operations Liability	\$1,000,000 per occurrence, \$2,000,000 annual aggregate
___3. Business Auto Liability, Personal Injury. (Symbol 1)	\$1,000,000 combined single limits
___4. Excess Umbrella Liability With Contractor's Form, Including Excess Employers' Liability Coverage	\$1,000,000 excess of above coverage \$5,000,000 for large projects or high risk
___5. Builder's Risk ----- Installation Floater	
___6. "Greene County Government" shall be named as additional insured on all required liability Insurance. The above shall be named as loss payee on all types of required property insurance and for which any political subdivision of Greene County has an insurable interest. This requirement does not apply to workers' compensation and/or professional liability type insurance and/or errors and omissions type insurance(s).	
___7. Cancellation clause on any insurance certificates MUST read, "Should any of the above policies be cancelled, the issuing company will mail 30 days written notice to the certificate holder." Strike out "endeavor to" and the last two lines.	

Any deviation from the above requirements shall be disclosed to the Greene County Purchasing Agent. Coverage's specified above shall be written on an "occurrence" coverage form suitable to Greene County Government and must state bid number and bid title. Complete copies of insurance policies shall be provided upon request. Insurer's A.M. Best Rating Guide shall be a IX or better.

Certificate Holder shall be: Greene County Purchasing, 204 N.Cutler St., Suite 209, Greeneville, TN 37745

BIDDER STATEMENT

I understand the insurance requirements of these specifications and will comply in full if awarded this contract.

_____	_____	_____
BIDDER	SIGNATURE	DATE

For Office Use Only:

Bid No. _____	RISK: High _____
Contract Date: _____	Medium _____
	Low _____

BIDDER'S CHECKLIST

PLEASE FOLLOW THE REQUIREMENTS LISTED BELOW:

- ____ 1. CHECK YOUR BID TO PREVENT COSTLY ERRORS OR AVOID HAVING YOUR BID REJECTED.

- ____ 2. BIDS MUST BE MANUALLY SIGNED IN INK IN THE SPACES PROVIDED ON THE FORM(S).

- ____ 3. EACH CORRECTION, ALTERATION, OR CHANGE MADE ON THE BID RESPONSE MUST BE INITIALED IN INK.

- ____ 4. IN THE CASE OF ERRORS IN THE EXTENSION PRICE, THE UNIT PRICE WILL GOVERN.

- ____ 5. IS THE BID IN ACCORDANCE WITH THE UNIT OF MEASUREMENT REQUESTED (I.E. CASE, PACKAGE, EACH)

- ____ 6. CHECK BID DOCUMENTS FOR REQUIREMENTS (I.E. SAMPLES, DESCRIPTIVE LITERATURE, TECHNICAL DATA).

- ____ 7. RETURN ONE BID PER ENVELOPE.

- ____ 8. THE ENVELOPE MUST BE CLEARLY MARKED AND LABELED ON THE OUTSIDE REFERENCING THE APPLICABLE SOLICITATION NAME, NUMBER AND THE OPENING DATE. (IF YOU USE A DELIVERY SERVICE SUCH AS UPS, FEDERAL EXPRESS, ETC., BE SURE THAT YOU PUT THE SAME INFORMATION ON THE OUTSIDE OF THEIR DELIVERY ENVELOPE ALSO.)

- ____ 9. PRINT OR TYPE THE FIRM'S NAME AND RETURN ADDRESS ON THE ENVELOPE.

- ____ 10. RETURN YOUR BID TO THE GREENE COUNTY PURCHASING DEPARTMENT, 204 NORTH CUTLER STREET, SUITE 209, GREENEVILLE, TENNESSEE 37745.

- ____ 11. BIDS MUST BE RECEIVED AT THE DESIGNATED LOCATION ON OR BEFORE THE DATE AND HOUR DESIGNATED FOR THE BID OPENING.

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- ____ 12. IF BIDDING ON A CONSTRUCTION PROJECT EQUALING OR EXCEEDING \$25,000 YOUR CONTRACTOR'S LICENSE NUMBER, EXPIRATION DATE, AND CLASSIFICATION MUST BE LISTED ON THE OUTSIDE ENVELOPE.

- ____ 13. BID BONDS WHEN REQUIRED MUST BE INCLUDED WITH BID.

- ____ 14. DRUG FREE WORKPLACE AFFIDAVIT.

SPECIFICATIONS TO ESTABLISH A STANDARD FOR THE RENTAL, LAUNDERING, REPAIRING AND DELIVERY OF UNIFORMS AND MISCELLANEOUS ITEMS FOR GREENE COUNTY HIGHWAY DEPARTMENT AND GREENE COUNTY SOLID WASTE. THE VENDOR SHALL FURNISH ALL MATERIALS, LABOR SERVICES AND SPECIAL SKILLS REQUIRED TO PROVIDE THIS SERVICE AS SET FORTH IN THESE SPECIFICATIONS AND IN KEEPING WITH THE HIGHEST STANDARDS OF QUALITY AND PERFORMANCE. EACH BIDDER IS REQUIRED TO FURNISH, WITH THEIR BID, A CATALOG AND/OR DESCRIPTIVE LITERATURE, PROPERLY LABELED WITH BID NUMBER, BIDDER'S NAME, WITH FULL ILLUSTRATIONS AND DETAILED SPECIFICATIONS FOR EACH ITEM OFFERED. DESCRIPTIVE LITERATURE IS REQUIRED FOR THE PURPOSE OF BID EVALUATION AND AWARD, DETAILS OF THE PRODUCT(S) THE BIDDER PROPOSES TO FURNISH AS TO DESIGN, MATERIALS, METHOD OF MANUFACTURE, CONSTRUCTION, ASSEMBLY OR OPERATION, AS APPROPRIATE. FAILURE TO SUBMIT THE DESCRIPTIVE LITERATURE MAY BE CAUSE FOR REJECTION OF BID.

THE PERIOD OF THIS CONTRACT WILL BE FROM DATE OF AWARD UNTIL JUNE 30, 2016.

THIS CONTRACT MAY BE RENEWED AT THE EXPIRATION OF ITS TERM BY AGREEMENT OF BOTH PARTIES FOR AN ADDITIONAL PERIOD OF FOUR (4) YEARS IN ONE (1) YEAR INCREMENTS IF AGREED UPON BY BOTH PARTIES AT THE END OF EACH FISCAL YEAR FOR A TOTAL OF FIVE (5) YEARS OR SIXTY MONTHS. THE RENEWAL OPTION IS AT THE DISCRETION OF GREENE COUNTY. SHOULD GREENE COUNTY DESIRE NOT TO RENEW NO REASON NEED TO BE GIVEN. GREENE COUNTY RESERVES THE RIGHT TO PURCHASE THESE SERVICES FROM OTHER SOURCES, IF THE NEED ARISES. GREENE COUNTY RESERVES THE RIGHT TO REVOKE THE AWARD IF A PATTERN OF UNAVAILABILITY ARISES WITH THE VENDOR OR IF REPAIRS OR REPLACEMENTS ARE NOT COMPLETED SATISFACTORY.

IT SHOULD BE NOTED THAT A MULTIYEAR CONTRACT MAY BE CONTINUED EACH FISCAL YEAR ONLY AFTER FUNDING APPROPRIATIONS AND PROGRAM APPROVAL HAVE BEEN GRANTED BY THE GREENE COUNTY COMMISSION. IN THE EVENT THAT THE COUNTY COMMISSION DOES NOT GRANT NECESSARY FUNDING APPROPRIATIONS AND/OR PROGRAM APPROVAL, THEN THE AFFECTED MULTIYEAR CONTRACT BECOMES NULL AND VOID EFFECTIVE JULY 1ST OF THE FISCAL YEAR FOR WHICH SUCH APPROVALS HAVE BEEN DENIED.

PRICES AND PRICE ADJUSTMENT: ALL PRICES/DISCOUNTS SHALL BE F.O.B DESTINATION AND SHALL INCLUDE ALL CHARGES THAT MAY BE IMPOSED IN FULFILLING THE TERMS OF THE CONTRACT. PRICES/DISCOUNTS SHALL REMAIN FIRM FOR THE DURATION OF THE CONTRACT, UNLESS OTHERWISE STIPULATED IN THESE PROVISIONS.

THE VENDOR WARRANTS THAT THE UNIT PRICE STATED SHALL REMAIN FIRM FOR A PERIOD OF NOT LESS THAN 365 CALENDAR DAYS FROM THE FIRST DAY OF THE CONTRACT PERIOD. IF THE VENDOR'S UNIT PRICE IS INCREASED AFTER 365 CALENDAR DAYS, THE CONTRACT UNIT PRICE MAY BE INCREASED ONLY UPON APPROVAL OF THE VENDOR'S WRITTEN REQUEST TO THE GREENE COUNTY PURCHASING AGENT.

SUCH A REQUEST SHALL INCLUDE AS A MINIMUM: (1) THE CAUSE FOR THE ADJUSTMENT; (2) PROPOSED EFFECTIVE DATE; (3) THE AMOUNT OF THE CHANGE REQUESTED WITH DOCUMENTATION TO SUPPORT THE REQUESTED ADJUSTMENT (i.e. CHANGE IN MANUFACTURER'S PRICE, ETC.)

1. THE AGGREGATE OF THE INCREASE IN THE CONTRACT UNIT PRICE MADE UNDER THIS CLAUSE SHALL NOT EXCEED A TOTAL OF 3% OF THE ORIGINAL CONTRACT UNIT PRICE. IF THIS CONTRACT IS RENEWED, THE PERCENTAGE INCREASE SHALL NOT EXCEED 3% PER CONTRACT PERIOD ON THE PRICE(S) PREVAILING AT THE TIME OF RENEWAL;

2. THE INCREASE CONTRACT UNIT PRICE MAY BE EFFECTIVE AFTER 365 CALENDAR DAYS PROVIDED THAT THE VENDOR SUBMITS A WRITTEN REQUEST, WITH SUPPORTING DOCUMENTATION, FOR AN INCREASE. AT LEAST 30 CALENDAR DAYS PRIOR TO THE PROPOSED EFFECTIVE DATE OF THE PRICE INCREASE;
3. SUCH REQUESTED CONTRACT UNIT PRICE INCREASE SHALL BECOME EFFECTIVE ONLY UPON APPROVAL BY THE GREENE COUNTY PURCHASING AGENT;
4. WITHIN 30 CALENDAR DAYS AFTER RECEIPT OF A VENDOR'S WRITTEN REQUEST, THE PURCHASING AGENT MAY CANCEL, WITHOUT LIABILITY TO EITHER PARTY, ANY PORTION OF THE CONTRACT AFFECTED BY THE REQUESTED INCREASE AND UN-DELIVERED AT THE TIME OF SUCH CANCELLATION.

UNIFORM CONDITION AND MAINTENANCE: BIDS ARE TO BE SUBMITTED FURNISHING NEW UNIFORMS AT THE BEGINNING OF THE CONTRACT PERIOD AND NEW UNIFORMS AT THE BEGINNING OF EACH RENEWAL CONTRACT PERIOD. FOR THIS CONTRACT THE NEW UNIFORMS SHALL BE FURNISHED ON JULY 1, 2016 AND EACH JULY 1ST UNTIL CONTRACT EXPIRES OR IS TERMINATED.

THE SUCCESSFUL BIDDER MUST MAINTAIN ALL UNIFORMS IN GOOD REPAIR AND FIRST-CLASS CONDITION. (i.e. CLEAN AND NEAT, WRINKLE FREE, WITH A COMPLETE SET OF MATCHING BUTTONS, AND NEATLY REPAIRED TEARS). THE SUCCESSFUL BIDDER SHALL REPLACE WORN OUT UNIFORMS WHEN NOTIFIED BY THE COUNTY DURING THE PERIOD OF THE CONTRACT IF THIS HAPPENS BEFORE NEW UNIFORM REPLACEMENT ON JULY 1ST. IF A CONTRACTOR NOTICES A RIP OR LOOSE MATERIAL ON UNIFORMS, THE CONTRACTOR MUST NOTIFY GREENE COUNTY AND GET APPROVAL TO REPLACE THE UNIFORM WITH A NEW UNIFORM. UNIFORMS THAT HAVE SUFFERED NORMAL WEAR WILL REQUIRE A REPLACEMENT AT NO ADDITIONAL COSTS ON JULY 1ST FOR THE DURATION OF THE CONTRACT. REPLACEMENT COSTS ARE ONLY FOR THOSE UNIFORMS THAT HAVE BEEN LOST AND NEED REPLACED.

SIZING: THE SUCCESSFUL BIDDER WILL BE REQUIRED TO OBTAIN GARMENT SIZES BY MEASUREMENT OF EACH COUNTY EMPLOYEE AT THE BEGINNING OF THE CONTRACT AND FOR EMPLOYEES ADDED DURING THE CONTRACT PERIOD. SPECIAL SIZING OF MEN'S/WOMEN'S UNIFORMS MAY BE NECESSARY FOR EXTRA, EXTRA LARGE EMPLOYEES ALLOWANCE OF GAINED OR LOST WEIGHT FOR EACH EMPLOYEE SHOULD BE TAKEN INTO CONSIDERATION AND RE-MEASURED.

TYPE OF SERVICE: THERE SHALL BE NO FURTHER CHARGE FOR ANY EMPLOYEE AFTER THE DATE OF NOTIFICATIONS TO DISCONTINUE SERVICE FOR THAT EMPLOYEE. ANY EMPLOYEE ABSENT FOR ONE FULL WEEK OR MORE SHALL BE WITHOUT CHARGE, IF PRIOR NOTIFICATION HAS BEEN GIVEN BY THE COUNTY. ALSO, WITH PRIOR NOTIFICATION OF 15 DAYS A DEPARTMENT SHALL NOT BE CHARGED IF THEY ARE CLOSED. THIS APPLIES SPECIFICALLY TO THE GREENE COUNTY HIGHWAY DEPARTMENT THAT CLOSES EVERY YEAR FOR TWO (2) WEEKS AT CHRISTMAS.

UNIFORM DELIVERY FOR NEW EMPLOYEES WILL BEGIN WITHIN ONE (1) WEEK MAXIMUM AFTER NOTIFICATIONS TO PROCEED. TWO (2) WEEKS WILL BE ALLOWED FOR UNUSUAL SIZES SUCH AS EXTRA SMALL OR EXTRA, EXTRA LARGE, ETC.

DEFICIENCIES WILL BE CORRECTED WITHIN 24 HOURS OF NOTIFICATION. DEFICIENCIES WILL INCLUDE, BUT NOT BE LIMITED TO INCORRECT SIZE, WRONG DELIVERIES, INCOMPLETE RETURNS, UNREPAIRED, UNIRONED OR DIRTY ITEMS.

BID ON INDUSTRIAL PANTS/SHIRTS, EXECUTIVE PANTS/SHIRTS AND 100% COTTON TWILL, STRAIGHT LEG, BASIC 5-POCKET STYLE, JEAN STYLE WAISTBAND WITH METAL BUTTON CLOSURE, PREWASHED OR RIGID. ALSO BID COVERALLS 65/35 BLEND.

EMBLEMS: THE SUCCESSFUL BIDDER SHALL BE REQUIRED TO FURNISH EMBROIDERED EMBLEMS OF DEPARTMENT AND NAME AS REQUESTED BY EACH DEPARTMENT.

COLOR OF UNIFORMS - COLOR OF UNIFORMS TO BE SELECTED BY USING DEPARTMENT FROM THE SUCCESSFUL BIDDERS COLOR CHARTS.

CARPET RUNNERS – THE COUNTY HAS VARIOUS SIZE CARPET RUNNERS AT VARIOUS LOCATIONS WHICH NEED TO BE REPLACED WITH CLEAN RUNNERS ON A BI-WEEKLY BASIS. BIDDERS TO PROVIDE COLOR SELECTION SO THAT THE DEPARTMENTS CAN MATCH THE CARPET/TILE.

PROVIDE SLEEVE LENGTHS ACCORDING TO WISHES OF INDIVIDUAL EMPLOYEE (SEASONAL CHANGE ALLOWED), WITH OPTION FOR JACKET RENEWAL.

CONTRACTOR WILL SORT UNIFORMS ACCORDING TO SOIL CONTENT AND WILL LAUNDER ACCORDINGLY.

CONTRACTOR WILL PROVIDE AN INVOICE EACH WEEK TO EACH DEPARTMENT WHEN UNIFORMS/MATS ARE DELIVERED. ANY CORRECTIONS TO THIS INVOICE ARE TO BE MADE BEFORE THE MONTHLY STATEMENTS IS MAILED TO GREENE COUNTY GOVERNMENT, 204 N CUTLER ST SUITE 202, GREENEVILLE TN 37745.

SHOULD AN EMPLOYEE BE TERMINATED OR CEASE USING UNIFORMS, THE UNIFORMS WILL BE RETURNED TO THE COMPANY.

ALL BIDDERS ARE REQUIRED TO SUBMIT A MINIMUM OF THREE (3) REFERENCES CURRENTLY BEING SERVICED OR SUPPLIED WITH SIMILAR CONTRACTS.

QUANTITIES: THE QUANTITIES SPECIFIED IN THIS SOLICITATION ARE ESTIMATES ONLY, AND ARE GIVEN FOR THE INFORMATION OF BIDDERS AND FOR THE PURPOSE OF BID EVALUATION. THEY DO NOT INDICATE THE ACTUAL QUANTITY WHICH WILL BE ORDERED, SINCE VOLUME WILL DEPEND UPON REQUIREMENTS WHICH DEVELOP DURING THE CONTRACT PERIOD.

AS REQUIREMENTS ARISE FOR SPECIFIC QUANTITIES OF ITEMS COVERED HEREIN, ORDERS WILL BE PLACED BY GREENE COUNTY PURCHASING.

GREENE COUNTY HIGHWAY DEPT	75 EMPLOYEES +/-
5 CHANGES 11 SETS	
GREENE COUNTY SOLID WASTE	15 EMPLOYEES +/-
4 CHANGES 9 SETS	
3X5 CARPET RUNNERS AT HWY DEPT	2

DELIVERY LOCATIONS:

GREENE COUNTY HIGHWAY DEPT
795 HAL HENARD RD SUITE 1
GREENEVILLE, TN 37743
GREENE COUNTY SOLID WASTE
795 HAL HENARD RD SUITE 2
GREENEVILLE, TN 37743

SHIRTS/PANTS

65/35 BLENDED	SHIRT	_____
65/35 BLENDED	PANTS	_____
OXFORD	SHIRT	_____
WORK STRIPED	SHIRT	_____
PLEATED TWILL	PANT	_____
SIDE ELASTIC	PANT	_____
WESTERN JEAN	PANT	_____
INDUSTRIAL JACKET		_____
LONG SLEEVE/SHORT SLEEVE CHANGE		_____
COVERALLS		_____
100% COTTON	PANT	_____
100% COTTON	SHIRT	_____

EMBLEMS

PERSONAL NAME _____

COMPANY NAME _____

ADDITIONAL FEES/MISC ITEMS

HANGER RACK _____
 W/OPTION OF RECYCLING HANGERS ON A PER WEEK BASIS _____
 PREP CHARGE _____
 DELIVERY, ENVIRONMENTAL, FUEL, ENERGY PER LOCATION _____
 SHOP TOWELS 18X18 WIPES 1 TIME PER MONTH _____
 MOPS - HANDLE 15/16X60 _____ EACH MOPS-INFRAMED 30" _____ EA
 OTHER FEES ASSOICATED WITH YOUR COMPANY NOT MENTIONED ABOVE
 DESCRIBE FEE AND TYPE _____

MATS

STANDARD FLOOR MATS, COLOR DETERMINED BY USING DEPT. WEEKLY REPLACEMENT AND BI-WEEKLY REPLACEMENT AT DEPT DISCRETION

2 EACH	3X5	_____	PRICE PER WEEK	_____	PRICE BI-WEEKLY
UNKNOWN	4X6	_____	PRICE PER WEEK	_____	PRICE BI-WEEKLY
UNKNOWN	3X10	_____	PRICE PER WEEK	_____	PRICE BI-WEEKLY

DELIVERIES

NEW ORDERS DAYS _____

REGULAR DELIVERY SCHEDULE DAYS _____

REPLACEMENT COST PER GARMENT NOT RETURNED

65/35 BLENDED SHIRT _____	65/35 BLENDED PANTS _____
100% COTTON SHIRT _____	100% COTTON SHIRT _____
OXFORD SHIRT _____	SIDE ELASTIC PANTS _____
WORK STRIPED SHIRT _____	PLEATED DRESS PANT _____
INDUSTRIAL JACKET _____	COVERALLS _____

PLEASE NOTE ALL UNIFORMS SHALL BE DELIVERED NO LATER THAN MAY 28, 2015.

THE BIDDER IS REQUIRED TO SUPPLY THE FOLLOWING INFORMATION. ADDITIONAL SHEETS MAY BE ATTACHED, IF NECESSARY. IF REQUESTED BY THE COUNTY, THE BIDDER SHALL FURNISH A NOTARIZED FINANCIAL STATEMENT, REFERENCES, AND OTHER INFORMATION, SUFFICIENTLY COMPREHENSIVE TO PERMIT AN APPRAISAL OF THEIR CURRENT FINANCIAL CONDITION.

VENDOR NAME _____

ADDRESS _____

TELEPHONE _____ FAX _____

AUTHORIZED REPRESENTATIVE (PRINT) _____

SIGNATURE _____

TYPE OF FIRM: INDIVIDUAL () PARTNERSHIP () CORPORATION ()

CORPORATION ORGANISED UNDER THE LAWS OF THE STATE OF _____

NAME AND TITLES OF ALL OFFICERS OF THE FIRM ATTACHED

NUMBER OF YEARS IN BUSINESS _____

REFERENCE MUST BE ATTACHED

E-MAIL ADDRESS OF CONTACT _____

COPY OF GREENE COUNTY BUSINESS LICENSE (IF APPLICABLE) _____

STATE OF TENNESSEE SALE TAX NUMBER (IF APPLICABLE) _____

FEDERAL TAX IDENTIFICATION (EIN) _____

DIANE SWATZELL

//SIGNATURE ON FILE

PURCHASING AGENT