

TOWN-VILLAGE OF HARRISON

REQUEST FOR BID

Sportswear

RFB# 2026-005

RESPONSE DUE BY:

WEDNESDAY, APRIL 15, 2026

11:00 AM



**TOWN OF HARRISON
VILLAGE OF HARRISON**
ALFRED F. SULLA, JR. MUNICIPAL BUILDING
1 HEINEMAN PLACE
HARRISON, NEW YORK 10528



Telephone: (914) 670-3110
Fax: (914) 835-2588

Purchasing Department

LEGAL NOTICE

PUBLIC BID

Sealed bids for the purchase of Sportswear will be received by the Purchasing Department of the Town and Village of Harrison, New York until 11:00 AM on Wednesday, April 15, 2026. Sealed bids will be opened at that time at the Alfred F. Sulla, Jr. Municipal Building, 1 Heineman Place, Harrison, New York.

Specifications, and bid documents, may be obtained at www.bidnetdirect.com or at www.harrison-ny.gov/purchasing/pages/request-for-bidproposals, beginning March 30, 2026 until the closing time and date of opening.

The Town and Village Board reserve the right to accept or reject any and all bids; to waive any informalities; to re-advertise for new bids or to accept any bid, which is in the best interest of the Town and Village of Harrison, New York.

Purchasing Department
March 26, 2026 Harrison, NY

GENERAL CONDITIONS

1. When the words Town of Harrison or Village of Harrison are mentioned in these specifications or any supporting documents, it shall mean whichever entity may apply to these specifications.
2. When the words Successful Bidder or Contractor are mentioned in these specifications or any supporting documents, it shall apply to the contractor awarded the bid.
3. The Town and Village of Harrison, New York is exempt from all Federal, State and Local taxes. Such taxes should not be included in the bid price.
4. All bids to remain firm for a period of forty-five (45) days from the date of opening.
5. The Town and Village Board of Harrison reserve the right to accept or reject any and all bids; to re-advertise for new bids; to waive any informalities, or to accept any bid which is in the best interest of the Town and Village of Harrison, New York.
6. Whenever any product is specified by name, trade name, make or catalog number of any manufacturer or supplier, the intent is not to limit competition but to establish a standard of quality which the Town has determined is necessary. The words "or equal" shall be deemed inserted in each instance, unless otherwise specified under Special Conditions. The bidder may use any product equal to the product named in the contract documents which meets the requirements of the specifications. Product name should be included in bid response and is subject to approval by the Town/Village.
7. If there are any exceptions to the bid specifications, such difference must be explained in detail and attached to this bid.
8. To protect the interest of the Town and Village of Harrison, New York, bidders must guarantee that the equipment offered is standard new equipment, latest model, regular stock products, with regularly used parts for the type equipment offered, and that such parts are all in production and none likely to be discontinued. Also, that no attachments of parts have been substituted or applied, contrary to Manufacturer's recommendation and standard practice.
9. Past performance, financial responsibility, etc. will be taken into consideration in making award.
10. The apparent silence of these specifications as to any details or the omission from it of a detailed description concerning any point shall be interpreted as meaning that only the best commercial practices are to prevail, and that only materials and workmanship of first quality are to be used.
11. Bidders shall furnish insurance forms as required.
12. No bid will be received after the time set for opening the bids. In the event that the offices of the Town and Village of Harrison are closed, then bids will be accepted until the next business day but at the same hour.
13. If the Bidder is a partnership, the bid shall be signed in the full name of the partnership by a duly authorized partner.
14. If the Bidder is an unincorporated business firm other than a partnership and a trade name is used, the bid shall be signed in the full trade name by the person(s) conducting the business.
15. If the Bidder is a corporation, the bid shall be signed in its correct corporate name by a duly authorized officer.

GENERAL CONDITIONS (con't)

16. The attached Non-Collusive Bidding Certificate must be signed, notarized and enclosed with your bid. No bid will be accepted without this Certificate attached.
17. The attached Certification of Compliance and the Iran Divestment Act form must be signed, notarized and enclosed with your bid. No bid will be accepted without these certificates attached.
18. Bidders must indicate guaranteed date of delivery and/or completion date on bid form. This guaranteed date of delivery may be a factor in making award (if applicable).
19. Each bid proposal must be submitted on the enclosed Bid Form in the space or spaces requiring price. All bid proposals must be returned in a **secondary sealed envelope, labeled with bid name and date of opening. All bids should be sent to: Town-Village of Harrison, Purchasing Department; 1 Heineman Place., Harrison, NY 10528**
20. Awards may be made by individual item, grouped item or lot, unless otherwise specified under Special Conditions (if applicable).
21. The Town and Village of Harrison has the right to increase or decrease the quantities specified at the unit prices submitted (if applicable).
22. Successful bidder will be issued a Purchase Order with all the pertinent information. No orders shall be processed unless a Purchase Order is issued.
23. Deliveries to be made to the Town of Harrison at the address indicated on the purchase order.
24. Failure to deliver within the specified time may be cause for cancellation of the order and/or the removal of Bidder's name from Bidder's List. Any costs incurred by the Town and Village of Harrison may be charged to original vendor.
25. Upon delivery and acceptance, successful bidder shall submit his invoices to the Purchasing Department for payment.

TYPOGRAPHICAL ERRORS:

If there shall be any typographical errors existing in any part of these specifications that misconstrue the meaning of any sentence, the correction shall be made by Purchasing.

SPECIAL CONDITIONS – Sportswear

1. Price to **include delivery** to any location designated on the Purchase Order and vendor should be within a twenty-five-mile range of Harrison.
2. Price to **include any embroidery, screen printing and/or setup** of logos.
3. Prices quoted shall remain firm for a period of three (3) years from date of award, with an option to renew for two additional one (1) year periods, upon the mutual consent of both parties.
4. The Town of Harrison shall provide logo screen(s), or samples of items, which will be returned to the Town upon completion of order.
5. Garments are to be clean, free from loose threads and defects which may affect the appearance or serviceability of the garments.
6. Prior to awarding this bid, the Purchasing Department may request samples of products being offered to determine quality.
7. Deliveries are to be made within fifteen (15) working days after receipt of Purchase Order.

EXTENSION OF BID TO ALL MUNICIPAL, NOT-FOR-PROFIT AND POLITICAL SUBDIVISIONS

This solicitation was issued, evaluated and awarded by the Town-Village of Harrison. It is the intent of this solicitation that all municipal, not-for-profit and political subdivisions authorized under the General Municipal Laws of the State of New York, to purchase any goods and/or services awarded as a result of this solicitation in accordance with the latest amendments to NYS GML 100 through 104.

It is understood that the extension of such contracts are at the discretion of the vendor and the vendor is only bound to any contract between the Town-Village of Harrison and the vendor.

Any municipal, not-for-profit or political subdivisions utilizing this contract is responsible for all payments to the awarded vendor(s). All political subdivisions are required to generate their own purchase orders (to the successful vendor) in accordance with the bid provisions and the schedule of award, and acquire and maintain all required documentation. Also, upon request, participation entities must furnish the successful bidder with the proper tax exemption certificates.



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Telephone: (914) 670-3110
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Purchasing Department

BID FORM

Bid for Miscellaneous Sportswear & Camp Bags
Due April 15, 2026 11:00AM

Vendor Name: _____ Federal ID# _____

Address: _____

City/state/zip _____

Contact name: _____

Email address: _____

Phone# _____ Fax# _____

Checklist:

- _____ Shipping, embroidery, screening included in price.
- _____ Bid form – vendor information and price list completed and returned
- _____ Non-Collusive Bidding Certification - completed and returned with bid
- _____ Iran Divestment Act form - completed and returned with bid
- _____ Bid returned per instructions in General Conditions #19

RETURN WITH BID

These specifications are patterned after the products as described below. Any item equal to or better than the named standard will be deemed as complying with the specifications.

Description	Annual Qty (estimated)	Unit Price	Total
Tee-Shirt, short-sleeve, Youth – Gildan 8000b or equal. 50/50 cotton/poly blend			
1. Various colors with 2 screenprint logos (full front and back) Brand _____ style# _____	250 (S-XL)	\$ _____	\$ _____
2. Various colors with 3 color screenprint logos, front and back Brand _____ style# _____	250 (S-XL)	\$ _____	\$ _____
3. Various colors with screenprint front logo. Sponsor name and Individual number on back. 8-14/teams (soccer/basketball) Brand _____ style# _____	400 (S-XL)	\$ _____	\$ _____

RETURN WITH BID

These specifications are patterned after the products as described below. Any item equal to or better than the named standard will be deemed as complying with the specifications.

Description	Annual Qty (estimated)	Unit Price	Total
<p>Tee-Shirt, short-sleeve, Adult – Gildan 8000 or equal. 50/50 cotton/poly</p> <p>1. Various colors with 2 screenprint logos (full front and back) Brand _____ style# _____</p> <p>2. Various colors with 3 color screenprint logos, front and back Brand _____ style# _____</p> <p>3. Various colors with screenprint front logo. Sponsor name and Individual number on back. Brand _____ style# _____</p> <p>4. Various colors with left chest screenprint logo Brand _____ style# _____</p>	<p>250 (S-XL)</p> <p>25 (2x and up)</p> <p>250 (S-XL)</p> <p>25 (2x and up)</p> <p>250 (S-XL)</p> <p>50 (2x and up)</p> <p>200 (S-XL)</p> <p>25 (2x and up)</p>	<p>\$ _____</p> <p>\$ _____</p> <p>\$ _____</p> <p>\$ _____</p> <p>\$ _____</p> <p>\$ _____</p> <p>\$ _____</p> <p>\$ _____</p>	<p>\$ _____</p> <p>\$ _____</p> <p>\$ _____</p> <p>\$ _____</p> <p>\$ _____</p> <p>\$ _____</p> <p>\$ _____</p>
<p>Tee-Shirt, Long sleeve, Adult - Gildan G2400 or equal. 100% preshrunk heavyweight cotton. 6.1 oz. Various colors with left chest screenprint logo Brand _____ style# _____</p>	<p>250 (S – XL)</p> <p>25 (2x and up)</p>	<p>S-XL \$ _____</p> <p>2X and up \$ _____</p>	<p>S-XL \$ _____</p> <p>2X and up \$ _____</p>
<p>Tee-Shirt, Sleeveless, Adult – 50/50 cotton/poly blend Various colors with left chest screenprint logo Brand _____ style# _____</p>	<p>200 (S – XL)</p> <p>25</p>	<p>S-XL \$ _____</p> <p>2X and up \$ _____</p>	<p>S-XL \$ _____</p> <p>2X and up \$ _____</p>

RETURN WITH BID

These specifications are patterned after the products as described below. Any item equal to or better than the named standard will be deemed as complying with the specifications.

Description	Annual Qty (estimated)	Unit Price	Total
Polo, Jersey, Adult – 50/50 cotton/poly blend 3-button with collar. Various colors with left chest screenprint logo Brand _____ style# _____	50 (S – XL)	S-XL \$ _____	S-XL \$ _____
	25 (2x and up)	2X and up \$ _____	2X and up \$ _____
Polo, Classic, Adult – Port Authority K500 or like 65/35 cotton/poly pique, 3-button with collar, knit collar 3-button with collar Various colors with left chest screenprint logo Brand _____ style# _____	15 (S – XL)	S-XL \$ _____	S-XL \$ _____
	5 (2x and up)	2X and up \$ _____	2X and up \$ _____
Polo, moisture-wicking, Adult – Gildan 8800 or equal 62/38 cotton/poly knit, 3-button with collar. Various colors with left chest screenprint logo Brand _____ style# _____	50 (S – XL)	S-XL \$ _____	S-XL \$ _____
	25 (2x and up)	2X and up \$ _____	2X and up \$ _____
Polo, Adult – Port Authority K200 or like Poly/cotton pique (65/35), moisture wicking, UPF rating 20-40+. Wrinkle-resistant Various colors with embroidered logo on left breast Brand _____ style# _____	20 (S – XL)	S-XL \$ _____	S-XL \$ _____
	10 (2x and up)	2X and up \$ _____	2X and up \$ _____
Polo, long-sleeve, Adult – Port Authority K200LS or equal. Poly/cotton pique, pre-shrunk Various colors with embroidered logo on left breast Brand _____ style# _____	30 (S – XL)	S-XL \$ _____	S-XL \$ _____
	10 (2x and up)	2X and up \$ _____	2X and up \$ _____
Polo shirt, Ladies – Gildan 64800L or equal, 100% spun cotton Various colors with embroidered logo on left breast Brand _____ style# _____	10 (S – XL)	S-XL \$ _____	S-XL \$ _____
	2 (2x and up)	2X and up \$ _____	2X and up \$ _____

RETURN WITH BID

These specifications are patterned after the products as described below. Any item equal to or better than the named standard will be deemed as complying with the specifications.

Description	Annual Qty (estimated)	Unit Price	Total
Tank top, Adult - Anvil 215 or equal Cotton/poly blend (50/50) Various colors with 2 different screens (full front and back) Brand _____ style# _____	24 (S – XL)	S-XL \$ _____	S-XL \$ _____
	6 (2x and up)	2X and up \$ _____	2X and up \$ _____
Sweatshirt, Midweight crewneck, Men’s Fruit of the Loom 1630 or equal. 50/50 cotton/poly blend, rib cuffs, banded bottom. Various colors with embroidered logo on left breast Brand _____ style# _____	40 (S – XL)	S-XL \$ _____	S-XL \$ _____
	10 (2x and up)	2X and up \$ _____	2X and up \$ _____
Sweatshirt, Heavyweight hooded, Adult Champion S700 or equal, 9 oz., 50/50 cotton/poly, drawstring hood, pouch pocket. Various colors with embroidered logo on left breast Brand _____ style# _____	10 (S – XL)	S-XL \$ _____	S-XL \$ _____
	6 (2x and up)	2X and up \$ _____	2X and up \$ _____
Pullover fleece – Ultra Club or equal, iceberg fleece ¼- zip pullover. Anti-pill 100% polyester, elasticized cuffs & comfort bottom, nylon reinforced side seam with embroidered logo. <u>Adult</u> sizes Various colors Brand _____ style# _____	10 (S – XL)	S-XL \$ _____	S-XL \$ _____
	2 (2x and up)	2X and up \$ _____	2X and up \$ _____

RETURN WITH BID

These specifications are patterned after the products as described below. Any item equal to or better than the named standard will be deemed as complying with the specifications.

Description	Annual Qty (estimated)	Unit Price	Total
Jacket, Parka, Men's - Charles River 9762 or equal 100% polyester shell, wind/water resistant, insulated. Various colors with embroidered logo on left breast Brand _____ style# _____	5 (S – XL)	S-XL \$ _____	S-XL \$ _____
	3 (2x and up)	2X and up \$ _____	2X and up \$ _____
Jacket, Navigator, Unisex -Charles River 9934 or equal 100% nylon with fleece lining, water resistant, 3-season. Various colors with embroidered logo on left breast Brand _____ style# _____	5 (S – XL)	S-XL \$ _____	S-XL \$ _____
	3 (2x and up)	2X and up \$ _____	2X and up \$ _____
Jacket, Soft Shell, Men's - Charles River 9515 or equal Polyester/spandex (92/8) with brushed terry lining, water resistant. Various colors with embroidered logo on left breast Brand _____ style# _____	5 (S – XL)	S-XL \$ _____	S-XL \$ _____
	3 (2x and up)	2X and up \$ _____	2X and up \$ _____
Jacket, Rain, Men's Charles River Atlantic 9476 or equal 100% Polyester, water resistant. Various colors with embroidered logo on left breast Brand _____ style# _____	5 (S – XL)	S-XL \$ _____	S-XL \$ _____
	3 (2x and up)	2X and up \$ _____	2X and up \$ _____
Job Shirt, Men's – heavy-duty cotton/poly fleece. denim collar, front pocket, ¼ zip Color: navy blue. logo embroidered on left breast, name on right breast. Brand _____ style# _____	10 (S – XL)	S-XL \$ _____	S-XL \$ _____
	2 (2x and up)	2X and up \$ _____	2X and up \$ _____

NON-COLLUSIVE BIDDING CERTIFICATION

TO: The Town-Village of Harrison, New York
FROM: _____

Under Sections 103-A and 103-D of the General Municipal Law, the Bidder certifies that:

- 1. The bid has been independently arrived at without collusion with any other bidder or with any other competitor or potential competitor.
- 2. That the bid has not been knowingly disclosed prior to the opening of the bids to any other bidder or competitor.
- 3. That no attempt has been or will be made to induce any other person or firm to submit or not to submit a bid.
- 4. That the statements are accurate under penalty of perjury.

By: _____
COMPANY NAME

PRINTED NAME

DATE

SIGNATURE

Sworn to before me this

_____ day of _____, 20____

Notary Public

**THIS CERTIFICATION MUST BE SIGNED, NOTARIZED AND ENCLOSED WITH YOUR BID.
NO BID WILL BE ACCEPTED WITHOUT THIS SIGNED CERTIFICATION.**

CERTIFICATION OF COMPLIANCE WITH THE IRAN DIVESTMENT ACT

As a result of the Iran Divestment Act of 2012 (the "Act"), Chapter 1 of the 2012 Laws of New York, a new provision has been added to State Finance Law (SFL) § 165-a and New York General Municipal Law § 103-g, both effective April 12, 2012. Under the Act, the Commissioner of the Office of General Services (OGS) will be developing a list of "persons" who are engaged in "investment activities in Iran" (both are defined terms in the law) (the "Prohibited Entities List"). Pursuant to SFL § 165-a(3)(b), the initial list is expected to be issued no later than 120 days after the Act's effective date at which time it will be posted on the OGS website.

www.ogs.ny.gov/about/regs/docs/ListofEntities.pdf

By submitting a bid in response to this solicitation or by assuming the responsibility of a Contract awarded hereunder, each Bidder/Contractor, any person signing on behalf of any Bidder/Contractor and any assignee or subcontractor and, in the case of a joint bid, each party thereto, certifies, under penalty of perjury, that once the Prohibited Entities List is posted on the OGS website, that to the best of its knowledge and belief, that each Bidder/Contractor and any subcontractor or assignee is not identified on the Prohibited Entities List created pursuant to SFL § 165-a(3)(b).

Additionally, Bidder/Contractor is advised that once the Prohibited Entities List is posted on the OGS Website, any Bidder/Contractor seeking to renew or extend a Contract or assume the responsibility of a Contract awarded in response to this solicitation must certify at the time the Contract is renewed, extended or assigned that it is not included on the Prohibited Entities List.

During the term of the Contract, should the Town and Village of Harrison receive information that a Bidder/Contractor is in violation of the above-referenced certification, the Town and Village of Harrison will offer the person or entity an opportunity to respond. If the person or entity fails to demonstrate that he/she/it has ceased engagement in the investment which is in violation of the Act within 90 days after the determination of such violation, then the Town and Village of Harrison shall take such action as may be appropriate including, but not limited to, imposing sanctions, seeking compliance, recovering damages or declaring the Bidder/Contractor in default.

The Town and Village of Harrison reserve the right to reject any bid or request for assignment for a Bidder/Contractor that appears on the Prohibited Entities List prior to the award of a contract and to pursue a responsibility review with respect to any Bidder/Contractor that is awarded a contract and subsequently appears on the Prohibited Entities List.

I, _____, being duly sworn, deposes and says that he/she

is the _____ of the _____ Corporation and that neither the Bidder/Contractor nor any proposed subcontractor is identified on the Prohibited Entities List.

Signature

SWORN to before me this

_____ day of _____, 20__

Notary Public: _____

THIS CERTIFICATION MUST BE SIGNED, NOTARIZED AND ENCLOSED WITH YOUR BID. NO BID WILL BE ACCEPTED WITHOUT THIS SIGNED CERTIFICATION.