Detailed Specifications
Invitation to Bid (ITB) # TAMU-ITB-26-5070
Master Order to Provide Dress Uniforms

Summary
Texas A&M University, subsequently referred to as "Texas A&M", is seeking to establish an agreement (the "Master Order") for the provision of Dress Uniforms, to be delivered to the Texas A&M campus in College Station, TX, as detailed in this Invitation to Bid (ITB).

Award
Any agreement resulting from this ITB will be awarded to one vendor, all or none. Texas A&M reserves the right to reject all bids if deemed in its best interest.

Additional University System Parts/Higher Education Institutions
It is requested that the awarded agreement be extended to any/all Texas State Agencies listed as Institutions of Higher Education as defined by section 61.003, Education Code, Government code section 2155.134 and any other public or State Entities or agencies. In the event an award is made, the individual agencies may or may not elect to use the agreement. https://www.tamus.edu/

Terms and Conditions:
All responses to this Invitation to Bid are subject to the Texas A&M Standard Terms and Conditions found at the following link: https://purchasing.tamu.edu/_media/tamu-purchase-terms.pdf

Scope of Work
The Vendor shall furnish and deliver dress uniform apparel for Texas A&M University in accordance with the detailed specification sheets attached to this solicitation and any resulting agreement. The attached TAMU specifications establish the required design, materials, construction, color, sizing, workmanship, labeling, and quality standards for each uniform item.

All garments supplied under this agreement shall fully comply with the applicable attached TAMU specification sheet. The Vendor shall be responsible for ensuring all products conform to the referenced specifications and quality requirements. Any item determined by Texas A&M University to be non-compliant with the applicable specification shall be replaced by the Vendor at no additional cost to the University.

Shipment and Delivery
All deliveries must be F.O.B Destination, Freight Prepaid and Allowed to College Station, TX. The Vendor shall bear all costs and responsibility for delivering the goods to Texas A&M. No additional charges for shipping, handling, or fuel surcharges will be accepted.

Service and delivery are important to Texas A&M and shall be a consideration for award. All orders for products with no delivery within the specified lead time may be cancelled and purchased from another Vendor unless prior approval is given by Texas A&M.

Delivery must be completed Monday-Friday, 8:00 a.m. – 5:00 p.m. CST, excluding Texas A&M holidays, unless otherwise approved.

Quantities
The estimated annual expenditure: $350,000.00. This estimate is provided for informational purposes only and does not constitute a guarantee or commitment by Texas A&M.

Any unused quantities at the end of the Master Order term will be considered cancelled.

Orders will be placed at times and in quantities as requested by Texas A&M.

Term and Renewal
Upon Award, the Master Order will commence on September 1, 2025 and continue for one (1) year (the "Initial Term"). The Term of the Master Order will automatically renew for successive one (1) year periods ("Renewal Terms") unless either party

provides notice of their intent not to renew at least thirty (30) days prior to the expiration of the initial term or subsequent renewal term(s), provided that the total term of the Master Order shall not exceed five (5) years.

If the renewal option is exercised, the Vendor may increase their contract price to reflect increases in the cost of providing the service. Vendor must quote a maximum percentage increase for each extension period. Texas A&M reserves the right to reject and/or further negotiate the percentage.

Renewal No.	Renewal Dates	Percentage Increase
1	9/1/2027 – 8/31/2028	Click or tap here to enter text.%
2	9/1/2028 – 8/31/2029	Click or tap here to enter text.%
3	9/1/2029 – 8/31/2030	Click or tap here to enter text.%
4	9/1/2030 – 8/31/2031	Click or tap here to enter text.%

If Vendor fails to indicate a maximum percentage increase, it will be assumed the percentage is zero (0%). At the end of the initial term or any renewal term, any allowable price increases shall be submitted to Texas A&M, Procurement Services in writing at least thirty (30) days prior to the beginning of the next renewal period.

Termination
Texas A&M reserves the right to terminate the agreement, without penalty, due to non-performance.

Upon award, any order is subject to termination, without penalty, either in whole or in part if funds are not appropriated by the Texas Legislature or otherwise not made available to the using agency.

Texas A&M may terminate the agreement without cause upon thirty (30) days' prior written notice to Vendor.

In no event shall such termination by Texas A&M as provided for under this section give rise to any liability on the part of Texas A&M including, but not limited to, claims of Vendor for compensation for anticipated profits, unabsorbed overhead, or interest on borrowing. Texas A&M's sole obligation hereunder is to pay Vendor for products and/or services ordered and received prior to the date of termination.

Payment Terms and Invoicing
Payment terms shall be 100% Net 30 upon receipt and acceptance of the goods and/or services and an uncontested invoice.

Invoices must reflect the quoted prices and be addressed as specified for each order. Invoices that are inaccurate or do not include required supporting documentation may be returned for correction, which may result in delayed payment.

Additional Items / Change Orders
Texas A&M reserves the right to add additional items to the resulting Master Order with written consent on pricing and items by both parties. Items must be added to the agreement as a formal written Change Order prior or order placement, production, and/or delivery.

No modification or amendment to the agreement shall become valid unless requested in writing and approved by Texas A&M Procurement Services. All approved amendments will be issued as a formal written Change Order prior or order placement, production, and/or delivery.

State of Texas Subcontracting Plan
In accordance with Texas Government Code Section 2161 and 34 Texas Administrative CodeChapter 20, Subchapter D, Division 1 it is the policy of the State of Texas and Texas A&M University to promote opportunities for certified Veteran-Owned Businesses through the State of Texas VetHUB Program in state contracting and purchasing activities.

Upon award, any single engagement valued at $100,000 or more will require the completion and approval of a State of Texas Subcontracting Plan before the formal execution of any formal agreement or engagement letter. Procurement Services will collaborate with the selected vendor to ensure the proper completion of the required form.

Applicable forms and instructions are available at:
https://comptroller.texas.gov/purchasing/vendor/hub/forms.php?utm_source=chatgpt.com

Award
In accordance with Texas Education Code 51.9335, Texas A&M shall make the award based on, but not limited to, the following best value criteria:

- The purchase price;
- The reputation of the Vendor and of the Vendor's goods or services;
- The quality of the Vendor's goods or services;
- The extent to which the goods or services meet the institution's needs;
- The Vendor's past relationship with the institution;
- The impact on the ability of the institution to comply with laws and rules relating to historically underutilized businesses and to the procurement of goods and services from persons with disabilities;
- The total long-term cost to the institution of acquiring the vendor's goods or services;
- Any other relevant factor that a private business entity would consider in selecting a vendor; and
- The use of material in construction or repair to real property that is not proprietary to a single vendor unless the institution provides written justification in the request for bids for use of the unique material specified.

Other relevant factors deemed necessary to evaluate the offer and determine the best value for the University:

- Vendor’s ability to meet the minimum specifications/requirements
- Availability of dates required
- Warranty terms

By submitting a bid in response to this solicitation, Vendor agrees to the selection and award process, and accepts Texas A&M’s judgment and decision of award. Texas A&M reserves the right to accept or reject any or all bids, waive informalities and technicalities, and accept the offer considered the most advantageous to Texas A&M. Texas A&M reserves the right to make the decision as to the system, product or service best meets the needs of Texas A&M. The decision by Texas A&M is final.

Bid Response
Bids and pricing quoted herein must comply with and include the following:

1. **Compliance and Standards**
   All equipment and services must meet or exceed applicable federal and State of Texas safety, health, lighting, and noise standards in effect at the time of manufacture.

2. **Firm Pricing**
   All prices shall remain firm for the duration of the agreement term. Unit pricing must be provided and shall govern in the case of extension errors. Submit pricing for each line item in the space provided in your electronic response.

   No additional charges will be accepted beyond those explicitly stated in the Vendor’s response unless agreed via formal Change Order.

3. **Alternate Products**
   Alternate, equivalent items may be considered. If offering an equivalent item, such item must be from a branded manufacturer with similar or better specifications.

   If offering an alternate, provide:

   - Manufacturer name and model number
   - Technical literature/spec sheet
   - Applicable diagrams or configuration details

   Failure to provide this documentation may disqualify your bid. Texas A&M will determine equivalency; that decision shall be final.

4. **Products and Literature**
Vendors must submit descriptive literature and specifications of all products offered. Omission of supporting documentation may result in disqualification.

5. **Warranty**
Vendor shall provide a minimum one-year warranty on all parts and accessories. Vendor is expected to provide prompt service that is due under warranty. Performance in these areas shall be a definite factor in the renewal or termination of the awarded Master Order.

6. **Samples**
During evaluations, Texas A&M reserves the right to request a representative sample of similar work from responding vendors. If requested, samples will be utilized during the evaluation and award process. Texas A&M reserves the right to determine quality of samples. Texas A&M's decision shall be final.

   Samples must represent the quality and type of goods proposed. Failure to provide samples upon request may result in bid disqualification.

   Upon completion of the sample evaluation, samples will be returned to the Vendor at the Vendor's expense, upon request. It is the Vendor's responsibility to provide return shipping label or account information for the return mail at the time the sample is submitted if samples are to be returned. If return information is not provided, sample(s) will be discarded thirty (30) days after the bid award date.

Pricing

Item	Description	Qty.	Unit	Unit Price	Delivery (Days)
1.	Shirts, Midnight, LS, Male per TAMU Specification #1035	1	EA		
2.	Shirts, Gabardine, SS, Male per TAMU Specification #1031	1	EA		
3.	Trousers, Gabardine Male per TAMU Specification #01045	1	EA		
4.	Trousers, Pink Elastique, Male per TAMU Specification #01046	1	EA		
5.	Skirts, Gabardine, Pleated, Female per TAMU Specification #02025	1	EA		
6.	Slacks, Gabardine, Female per TAMU Specification #02033	1	EA		
7.	Skirts, Pink Elastique, Pleated, Female per TAMU Specification #02028A	1	EA		
8.	Slacks, Pink Elastique, Female per TAMU Specification #02026	1	EA		
9.	Shirts, Midnight, LS, Female per TAMU Specification #02005	1	EA		
10.	Shirts, Gabardine, SS, Female per TAMU Specification #02004	1	EA		
11.	Shirts, Gabardine, LS, Female per TAMU Specification #02031	1	EA		

Item	Description	Qty.	Unit	Unit Price	Delivery (Days)
12.	Trousers, Boot, Gabardine per TAMU Specification #01044	1	EA		
13.	Trousers, Boot, Pink Elastique per TAMU Specification #01043	1	EA		
14.	Shirts, Gabardine, LS, Male per TAMU Specification #01032	1	EA		
15.	Shipping	1	Lot		
16.	Additional Charges, if applicable.	1	EA		