

Clarington Minor Hockey Association



Request for Proposal.

The Clarington Minor Hockey Association (CMHA), is a rep hockey organization for AA/A/AE teams in the Clarington Area ranging from Tyke to Midget age groups. At this time there are 22 CMHA teams and approximately 374 players. The CMHA is looking for a game apparel supplier for a two year term contract.

The CMHA welcomes your company to bid on the opportunity to become/remain our game apparel supplier for the 2016/2017 and 2017/2018 seasons.

Mandatory Requirements on your submission

The CMHA has a dress code which all of the teams must follow. Required items are:

- CMHA registered home jersey is white and away is blue (both with red accent)
- Stop sign required on back of all jerseys
- Coordinating socks for both home and away
- Optional third jersey design available for tournaments.
- Practice jerseys

These are the mandatory items that we require our game apparel supplier to have available in comprehensive sizing for our players. Please provide comparative pricing on these items.

Additional information and/or requirements on your submission

- We require that children and adult Jersey/sock sizes are available.
- Jersey weight in grams and type of material. Please provide a few choices.
- Type of material of socks.
- Colour pallet available. Colours to be the same in socks and jersey. Must match our current logo colours (Blue, red and white).
- Name bars and numbers from 1-98 to be stitched on by supplier.
- Expectation that all proposed items to be readily available for sizing in May, purchase in June and delivery by mid to end of August.
- Detailed tracking for all purchases associated with the CMHA for review if required.
- Commitment to open communication throughout the contract with CMHA executive and/or association members to resolve any problems that may occur.

Please prepare a detailed proposal as outlined below. Your company's proposal will be compared against competing proposals. Please note the lowest proposal will not necessarily be awarded the contract. To set your proposal apart we welcome suggestions on other game apparel you feel your company can offer outside our mandatory items. This can include unique or exclusive offerings, recommendations on different manufacturers, products, or versions than currently used. Please describe any additional offerings your company can provide i.e. online or email ordering, hours of operations, point of purchase options, etc.

Please include the following information in your proposal:

- Your company location(s), planned floor space and product exposure (if any)
- Your cost on each item starting with our mandatory association dress code items as above.
- Planned retail price on each item
- Suggested manufacturer/supplier for each item and why you recommend that company or brand
- Detailed flexible plan addressing fitting dates and times for sizing.
- Detailed plan on samples that will be provided for fitting.
- Detailed plan on game apparel ordering process for fitting date and ordering process throughout the season if needed.
- Detailed plan on turnaround time from ordering to receiving.
- What type of warranty you offer from the manufacturer for defects
- Proposed final pricing structure will be agreed upon with the CMHA.

If you have any questions or concerns, please contact Dawn Mathers at torofundraising@rogers.com or 905 431-7886

The deadline for your company to submit your proposal is February 25 2016 by midnight. Please submit your proposal by email to Dawn Mathers at torofundraising@rogers.com.

We will review all proposals and contact you should we require clarification. We may also like to meet with you to see samples before any decision is made. The CMHA looks forward to your proposal. Recommended supplier will be tabled at the CMHA executive meeting on March 25 2016 for approval. The company awarded the contract will be contacted shortly after.

Yours truly,

Dawn Mathers
Equipment Manager