



Milton Youth Volleyball Club
Unit 5 - 2015 Pan Am Blvd
Milton, ON
L9E 0K7
info@miltonege.com

REQUEST FOR PROPOSAL: Competitive Rep Volleyball Uniforms and Coach's Apparel
SUBMISSION: email to info@miltonege.com or mail to address above
DEADLINE: February 23rd 2018, 11:59pm

MILTON YOUTH VOLLEYBALL CLUB (MILTON EDGE) OVERVIEW: The MYVC is an incorporated non-profit, volunteer led organization. It was founded to promote development and competitive volleyball opportunities for youth in the Milton, Ontario area. The Club's goal is to provide high level opportunities for qualified boys and girls to further develop, train and compete in the Ontario Volleyball Association. 2017-18 marks our third year of operation. In three years we have grown to be the biggest volleyball club in the Halton Region.

DESIRED PARTNERSHIP: We are seeking a uniform partner who specializes in producing high quality court apparel for athletes and coaches

TERM: A 3 year partnership is desired (April 1, 2018 to March 31, 2021)

EXPECTED SPEND: In Year 1 of the partnership, MYVC expects to spend \$20,000 to \$30,000. In years 2 and 3, the spend would be expected to be \$15,000 to \$20,000. (Total spend depends on 1. number of teams successfully recruited and 2. year over year athlete retention)

FORMAT FOR PROPOSAL: Any response to this RFP should include the following:

- Company Overview
- Order timelines (product turnaround from order to delivery, including rush orders)
- Customer Service Details (assurances, account management, availability)
- Product guarantees and/or warranties
- Cost estimates for Items Required and Additional Preferences
- Value-added bid enhancements (details below)
- List of current OVA club clients (if applicable)
- Any distinctive competencies that differentiate your company from other proponents.

ITEMS REQUIRED

A response to this RFP should include detailed cost estimates, including costs for potential design services. For the items listed below. Where multiple brands or product materials are available, please provide pricing for each and indicate your recommended option.

Competitive team uniform kit

- Girls: 3-4 REP teams (10-12 players per team) – 1 jersey, 1 short, 1 hoodie, 1 sports bag
- Girls: 4-5 REP Teams (10 players per team) – 2 Jerseys (home and away), 1 short, 1 hoodie, 1 sports bag
- Boys: 2-3 REP Teams (10-12 players per team) - 1 jersey, 1 short, 1 hoodie, 1 sports bag
- Boys: 1-2 REP Teams (10 players per team) – 2 Jerseys (home and away), 1 short, 1 hoodie, 1 sports bag
- Estimated number of athletes in Year 1 - 110

Competitive Coaching Staff Apparel

- Practice T, Tournament Shirt, Hoodie/Jacket
- Estimated number of coaches Year 1 - 20

ADDITIONAL PREFERENCES: Development program t-shirts, fan wear, tournament souvenir wear, etc

VALUE-ADDED BID ENHANCEMENTS: Along with cost estimates for Items Required and Additional Preferences, please describe any additional value your company could provide MYVC as a partner. These enhancements may include, but are not limited to:

- Minimum guaranteed discount on all orders (ie. budget relieving in-kind support)
- Rebate incentives on annual spend
- Discounted graphic design services
- Fitting day services for club athletes and coaches
- Fan Wear ordering
- Apparel for MYVC President's Cup Winning Team
- Complementary business lines (e.g. footwear, tents/canopies, signage, medals, etc)

MYVC OFFERING TO PARTNER:

- Listing on Edge Website, Social media feeds
- Logo on team uniforms and sports bags

CONDITIONS:

- MYVC reserves the right to amend this RFP at any point in the process, including adjusting deadlines.
- MYVC will not be liable for any costs to the proponents in creating proposals, providing samples, attending presentations
- MYVC reserves the right not to select any proposals and re-open the selection process at its discretion.
- The selection panel will be comprised of the MYVC personnel. An oral presentation and/or interview may be requested at the selection committee's discretion.
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SELECTION CRITERIA

Quality for Price – 30%

- Appropriate product variety/selection
- Preferred pricing to help maximize value for money
- Firm/fixed pricing to allow for appropriate budgeting
- Completeness of pricing proposed
- Quality guarantees

Customer Service – 20%

- Staff dedicated to servicing Edge account
- Clearly defined support through online/phone/in-person processes
- Availability of staff for key milestones (eg. Uniform fitting, delivery of team orders)
- Outlined corrective procedures for incorrect orders
- Order monitoring processes
- Uncomplicated invoicing procedures

Ordering/Delivery Process Timing – 20%

- Clearly defined order/delivery deadlines
- Corrective measures outlined to combat delays

Local Presence/Availability – 15%

- Inventory maintained in GTA
- Local staff available to service the account
- Local provider for screening/embroidery
- Local retail location

Sponsorship Support - 15%

- Cash support of MYVC
- Budget relieving in-kind support of MYVC

RFP Sent: Monday, January 29, 2018

Responses due: February 23, 2018 (11:59pm)

Presentation Date (for short-listed candidates) – Sunday, March 4th (6:30pm-9:00pm)

Partner to be selected and announced by: March 31, 2018

Thank you for your interest in this RFP. If you have any questions, please contact:

Robert Bishop (rob@miltoneedge.com)