

STATE OF NEW HAMPSHIRE
Dept. of Administrative Services
Div. of Procurement and Support Services
Bureau of Purchase and Property
State House Annex
Concord, New Hampshire 03301

Date: September 19, 2016

NOTICE OF CONTRACT - REVISION
(Updated Contract)

COMMODITY: CLOTHING - UNIFORMS

CONTRACT NO.: 8001963

NIGP: 200-8500

VENDOR: Ben's Uniform, Inc. **VENDOR # :** VC #161481 B001
20 Main Street
Amesbury, MA 01913

CONTACT PERSON(s): Jack Brace
Tel. No.: #978-388-0471 or 1-800-255-2367
Fax No.: #978-388-7878
E-Mail: Jack@bensuniforms.com

EFFECTIVE FROM: January 1, 2016 **Through:** December 31, 2019

TERMS: Procurement Card (P-Card) will be charged upon delivery/shipment.

PAYMENT: If the agency is enrolled in the P-Card program, payments shall be made via P-Card.

DELIVERY TIME: The Contractor will be required to accomplish delivery of any item ordered under the contract within ninety (90) business days and shall complete delivery of all non-stock garments (special fit) within one hundred twenty business days (120) from the placement of the order.

The use of a private carrier to make delivery **does not** relieve the Contractor from the responsibility of meeting the delivery requirement.

ORDERING: State agencies will place their orders by electronic order entry, by e-mail, by FAX, or they may establish a standard delivery order. Eligible participants will utilize their own individually established ordering procedures. Walk-ins will be accepted. However, agency must reference State Contract # 8001963. For orders over \$10,000 or detailed orders, agencies will utilize NH First for issuance of Purchase Order.

QUESTIONS: Matt Johnson at Matthew.Johnson@NH.Gov or call 603-271-3146

F.O.B.: Destination

MINIMUM ORDERS: There is no minimum order required under this contract.

INVOICING: Invoicing will be done to the Agency Remit Account on the basis of each order completed, or other mutually agreed upon timeframe between the Contractor and agency (example: monthly invoice). Invoices will clearly indicate the quantity, description, packaging, date delivered, and contract price. Invoicing for eligible participants will be in accordance with their individual requirements.

VENDOR'S BALANCE OF PRODUCT LINE ITEMS:

The items in each category include the items most commonly purchased by State of New Hampshire agencies. During the term of contract, the state may purchase uniform clothing from the Contractor's Balance of Product Line. The Contractor will provide the requesting agency with written price quotes for all additional uniform clothing, and if requested, will provide garment samples made to agency specifications. All items ordered will include all shipping/charges.

CONTRACT SERVICES:

The following services will be required and included all uniform pricing offered under this contract:

- **GARMENT FITTING:**
 - Individual on-site fitting for officers and/or use of measurements provided by agency to create a Size Database which will be used during the term of the contract
 - Periodic on-site fittings to provide officers with opportunity for a new fitting if size has changed or needs adjustment, and to measure new hires. Frequency and location of on-site fittings will be coordinated between the contractor and the using agency.
- **SIZE CHARTS**

Contractor will provide a sizing chart or other breakdown to show the range of sizes, which are considered 'standard'. All items will be available in both men's and women's sizing.
- **AGENCY SUPPLIED ITEMS**

State agency will supply embroidered chevrons and patches to be sewn on to finished garments by Contractor.
- **CUSTOMER SERVICE REPRESENTATIVE**

The Contractor will assign a Customer Service Representative to receive orders or answer questions and track shipments. Representative will also advise agency on uniform care instructions or other information as requested.
- **ORDER HISTORY**

Contractor will required to keep an order history for each state agency. History will show the date of order, item description, part numbers, sizes and delivery location for all orders placed against the contract.
- **ALTERATIONS**

Contractor will complete on-site alterations if required by agency, or will be able to make alterations and return garment to agency within ten (10) business days of fitting. Pricing for individual alterations will be negotiated between the Contractor and the agency and will be based upon a fixed cost per hour plus materials.
- **SPECIFICATION COMPLIANCE:**

It will be the responsibility of the using agency to provide the Contractor with detailed specifications for all items ordered. All items offered by the Contractor will meet the custom and general specifications as written, with exceptions as noted in this section.
- **MINOR DEVIATIONS**

The uniform specifications included with this contract are based upon the construction details of the uniforms currently being purchased for the NH State Police and Department of Corrections. Minor deviations in the details for some of the processes may be present in the descriptions provided.
- **SUBSTITUTIONS**

The Contractor will offer an equivalent for construction items that will not adversely change or alter the quality and finished product. Substitutions or equivalents shall not apply to the fabric,

colors or any custom details. All substitutions must be so noted in offer and must be accompanied by detailed specifications for product or process change. No substitutions to materials, construction or any other items shall be allowed without the express permission of the State of New Hampshire using agency or department.

- **WORKMANSHIP**

All workmanship will be of first quality in every respect and shall be full cut to permit reasonable alteration. Garments will be delivered clean, pressed and under pressed in a workmanlike manner. There will be no defective stitching, loose ends of thread or raw edges of fabric showing in any part of finished garment. All garments will be free from defects which affect appearance or which might impair serviceability.

PRODUCTS & PRICING:

The Contractor hereby offers to furnish to State of New Hampshire agencies and institutions and to any political sub-division and authorized non-profit organization wishing to participate, in accordance with all of the requirements of this contract at the following prices for the entire contract term and any extension.

Specifications	Description	Brand/Product #	Unit of Measure (UOM)	(2016 - 2019) Delivered Price/Unit
STATE POLICE				
A	NH SP Summer Shirts, short sleeve (Unisex)	Raeford Mills #571-590	Each	\$73.40
B	NH SP Winter Shirts, long sleeve (Unisex)	Raeford Mills #573-590	Each	\$89.75
C	NH SP Summer Trouser, Non-Com (Unisex)	Raeford, #573-437	Each	\$90.60
D	NH SP Winter Trouser, Non-Com (Unisex)	Raeford, 645-437	Each	\$92.80
E	NH SP Summer Trouser, Commissioned Officer (Unisex)	Raeford, 573-437	Each	\$90.60
F	NH SP Winter Trouser, Commissioned Officer (Unisex)	Raeford, 645-437	Each	\$92.80
CORRECTIONS				
G	Long Sleeve Shirts 35W5435 (Unisex)	Flying Cross by Fechheimer, #35W5435	Each	\$36.00
H	Short Sleeve Shirts 85R5435 (Unisex)	Flying Cross by Fechheimer, #85R5435	Each	\$40.00
I	Inner Jacket, Zips inside, Blauer 6120 (Unisex)	B. Dry, #6120	Each	\$115.00
J	Outer Jacket Parker, Blauer 9860 (Unisex)	B. Dry, #9860	Each	\$144.00
K	Trouser, Blauer 8810x (Unisex)	Product #8810X 6	Each	\$58.50
L	Sweater, Blauer 210 (Unisex)	Product #210	Each	\$75.00