



West Northumberland Girls Hockey Association

**Request for Proposal
Clothing Supplier**

**Closing Date & Time:
March 10, 2023 at 5:00 PM EST**

Purpose

The West Northumberland Girls Hockey Association (WNGHA) is seeking vendors to supply team sports apparel and accessories for our teams for the 2023/2024 hockey season. The apparel should include, but is not limited to: track suits, coats/jackets, hoodies, sweaters, t-shirts, yoga pants, joggers, wind suits, hats, and hockey bags.

Background and Information

The WNGHA is a volunteer-based hockey organization that is committed to supporting the growth of girl's hockey and is proud to develop and promote girls' hockey within Northumberland County and the surrounding area in conjunction with the Ontario Women's Hockey Association (OWHA).

The WNGHA offers both House League and Competitive play at most levels ranging from U7 to Senior Ladies (+18) with approximately 300 players, coaches, and volunteers.

Proposal Submission

The request for quotation represents our requirements for an open and competitive process.

The purpose of this request for quotation is to solicit quotations from vendors, to conduct a fair evaluation based on the scope of our request and to select a vendor that offers the best quality items, value and can meet our expectations for turnaround.

If the organization submitting a quote would be outsourcing or contracting out the work to meet the requirements, this must be divulged in your proposal. The quote must be all inclusive of such cost, if applicable, as well as include a name, location and description of the organizations being contracted. All pricing must be itemized to include a breakdown of all fees and costs.

Quotation Details

All submitted proposals must include all costs associated to complete the product as described in the project scope:

1. Total cost per item; may include more than over level of quality for comparison
2. Manufacturer/Supplier details
3. Shipping/Delivery Costs
4. Any set up fees for account
5. All taxes are to be itemized separately
6. Any deposit required

Quotation Scope

The scope of this requisition includes the following products:

- Ball Cap & Toque – (Wild Logo on the front, number on the back) – NAVY
- Hooded Sweatshirt – NAVY, GREEN, GRAY
- T-shirts – (Wild logo) – NAVY, GREEN, GRAY
- Coats/Jackets/Peacoat – (Wild logo and player's name) – BLACK OR NAVY
- Wind Suits – (Wild logo and player's name) - NAVY
- Pants – Track pant, Wind pant, Jogger (Wild logo) – BLACK OR NAVY
- Hockey Bag – (Wild Logo and Number)
- Jersey Bags – (Wild Logo and Number)

Products should be available in WILD colours – navy, white, green and gray as applicable.

All clothing items must be available in Youth and Adult, including Women's sizes.

Completion Timeline

All proposals must be submitted no later than 5pm on March 10, 2023.

Evaluation of the packages will be conducted and any additional discussion will be had by our Clothing Committee and will present our recommendations to the Board.

Vendors meeting our criteria for final consideration may be asked to attend a WNGHA Clothing Committee meeting to provide samples and answer any questions.

Vendors are invited to submit their quotation by March 10, 2023 at 5:00pm EST to:

clothing@wngha.ca

Appendix A: WNGHA Branding



Main Logo



Secondary Logo



Wordmark