

# **Request for Proposals (RFP)**

## **Team Jerseys & Socks**

The Bemidji Youth Hockey Association (BYHA) is seeking proposals from qualified vendors to provide team jerseys and socks for association teams across multiple age levels. BYHA is looking for a vendor partner capable of producing high-quality products while maintaining consistent branding, reliable turnaround times, and strong customer service.

### **1. Scope of Work**

The selected vendor will be responsible for supplying:

- Home and away team jerseys
- Matching hockey socks
- Replacement jerseys and socks as needed
- Design assistance and branding consistency

### **2. Operational Expectations**

The vendor should be able to:

- Meet production timelines before season start dates
- Provide sizing samples and fitting support
- Support phased or full-association rollout options
- Maintain consistent quality and color standards

### **3. Product Specifications**

Proposals should address:

- Jersey materials and durability
- Sublimated and/or tackle twill options
- Sock construction and sizing options
- Logo application and branding consistency
- Replacement turnaround timelines

### **4. Financial Proposal**

Proposals should clearly outline:

- Pricing per jersey set and sock set
- Bulk order discounts
- Minimum order quantities
- Reorder pricing and timelines
- Shipping and delivery details

### **5. Qualifications**

Preferred qualifications include:

- Experience supplying hockey organizations
- Ability to consistently meet deadlines
- Experience with custom team branding
- Strong references from similar clients

## **6. Proposal Requirements**

Proposals should include:

1. Company name and contact information
2. Background and relevant experience
3. Product samples or catalog information
4. Production timelines
5. Pricing structure
6. Replacement/reorder process
7. References from similar organizations

## **7. Evaluation Criteria**

Proposals will be evaluated based on:

- Product quality and durability
- Pricing competitiveness
- Ability to meet deadlines
- Customer service responsiveness
- Experience and references

## **8. Timeline**

- Proposal Deadline: June 9, 2026
- Vendor Selection: July 1, 2026
- Delivery Deadline: September 1, 2026

## **9. Terms & Conditions**

- BYHA reserves the right to reject any or all proposals
- Contract terms will be negotiated with the selected vendor
- Vendor performance may be reviewed periodically throughout the agreement

## **10. Submission Instructions**

Proposals should be submitted electronically or in writing to:

**Email** - BYHA Board: [admin@bemidjiyouthhockey.org](mailto:admin@bemidjiyouthhockey.org)

**Mailing Address** - Bemidji Youth Hockey Association; PO Box 1141, Bemidji MN 56619