



REQUEST FOR PROPOSALS



PROJECT: 2023 PCBS Uniforms- Pants, Belts Socks

NUMBER: 23-02R

REQUEST FOR PROPOSALS

Sealed requests for proposals for: **2023 PCBS Uniforms- Pants, Belts, Socks** will be received by the Palatine Park District, 250 E Wood St. Palatine, Illinois 60067 until Thursday, December 1, 2022 at 10:30am at which time and place, all proposals will be publicly opened and read aloud. Proposals received after the stated time shall be disqualified and returned unopened.

PLANS AND SPECIFICATIONS

Digital versions of Plans and Specifications are available at no cost beginning Monday, November 14, 2022 by contacting Donelda Danz via email: ddanz@palatineparks.org . Hard copies are available upon request only and may be picked up at the offices of the Palatine Park District, 250 East Wood Street, Palatine, Illinois 60067.

SUBMITTAL OF PROPOSAL FORMS

All forms necessary for submittal of a proposal are both bound into and enclosed loosely in the project manual. These forms are to be filled out completely, contain no qualifications or interlineations and be submitted as part of the proposal. Attached to the Proposal Form will be one or more certifications regarding the Bidder's compliance with applicable law. Failure of a Bidder to complete, sign and submit a required certification shall be the basis for immediate rejection of that vendor's proposal. The certifications of the successful vendor shall become a part of the Contract with the Park District.

Proposals shall be submitted in DUPLICATE in a sealed envelope, labeled "SEALED PROPOSAL" with the Project Name, the name of the bidder, date and time of opening, and addressed to the Superintendent of Recreation Palatine Park District, 250 East Wood Street, Palatine, IL 60067. DO NOT submit the project manual as part of the sealed bid packet.

RELEASE OF RESULTS

A tabulation will be completed at the time of the project opening. This tabulation will be included in the summary and staff recommendation to the Park Board of Commissioners. The tabulation will be posted to the Park District website (<http://bids.palatineparks.org>) on the Bids and Proposals page within two (2) business days after the Park Board has made their determination. Results will not be released prior to posting on the web site.