



THE CITADEL

Solicitation Number	RFP 23009-JF
Addendum #	1
Date Issued	03/29/2023
Procurement Officer	Jessica Favor, NIGP-CPP, CPPO, CPPB
Phone	843-953-2737
E-Mail Address	procurement@citadel.edu

SOLICITATION TITLE: RFP 23009-JF – Cadet Uniforms

TYPE OF ADDENDUM:

- Change or clarification to the Solicitation’s specifications, requirements, or scope of work.
- Questions posed regarding the Solicitation and their respective answers by The Citadel.

DESCRIPTION OF CHANGES:

Responses to Questions received by deadline of Friday, March 24, 2023.

QUESTIONS ON ADDENDUM MUST BE RECEIVED BY: Friday, April 14, 2023 at 2:00 PM

All questions shall be submitted in writing to the email address of the Procurement Officer listed above by the date and time specified and the subject line of the email shall read, “RFP 23009-JF Addendum Questions”

- Other Change: Describe

1. We will establish with Citadel a proper level of raw materials & trims to own at any given time to ensure uninterrupted service. Balance of raw materials and trims at termination will be the responsibility of Citadel as the program is specific to Citadel. This applies to all Citadel products. Is this the understanding Citadel has of proprietary uniform programs?

No. The vendor is responsible for maintaining sufficient inventory of raw materials and trims needed throughout the contract period. The Citadel will not be responsible for the balance of raw materials and trims at termination.

2. What is the total number of days required for the tailor fittings for tailored and non-tailored fittings?

Tailored uniform fittings take place over five days; typically Monday through Friday of challenge week (second or third week in August).

Non-tailored fittings take place on matriculation day (second or third Saturday of August).

3. Will Citadel allow an individual line-item cost for the tailor-fitting fee?

No.

4. We manufacture and supply only proprietary uniform products, which inhibits using them as a "like-minded" sample. Is Citadel open to allowing extended time to receive pieces, if chosen, as a final three supplier choice?

No.

5. What type of sample garment(s) will Citadel want for the sample as a finalist sample?

Sample garments should be based on the general specifications included in the solicitation and as shown at the pre-bid meeting. Alternatively, sample garments of uniform items that are currently produced by the offeror for other Senior Military Colleges that are similar to the uniform specifications of The Citadel may be submitted. For example, a Wool Dress Blouse produced for Virginia Military Institute that is similar to the specifications of The Citadel may be submitted.

6. Would it be possible to get the prices on each item from the last contract?

The Citadel did not have a contract in place for the uniform items.

7. Is there one uniform fitting during the year? If so, how many days does it usually last?

There is one uniform fitting per year.

Tailored uniform fittings take place over five days; typically Monday through Friday of challenge week (second or third week in August).

Non-tailored fittings take place on matriculation day (second or third Saturday of August).

8. Will this contract be all items awarded to one vendor or is it a multi-vendor award?

All items awarded to one vendor.

IMPORTANT NOTICE:

X Contractor is required to acknowledge receipt of this Addendum by signing below and returning a copy with its Offer.

Except as provided herein, all terms and conditions of the Solicitation referenced above remain unchanged and in full force and effect.

SIGNATURE OF PERSON AUTHORIZED TO EXECUTE ON BEHALF OF OFFEROR

Signature: _____

Printed Name & Title: _____

Company Name: _____

Date: _____