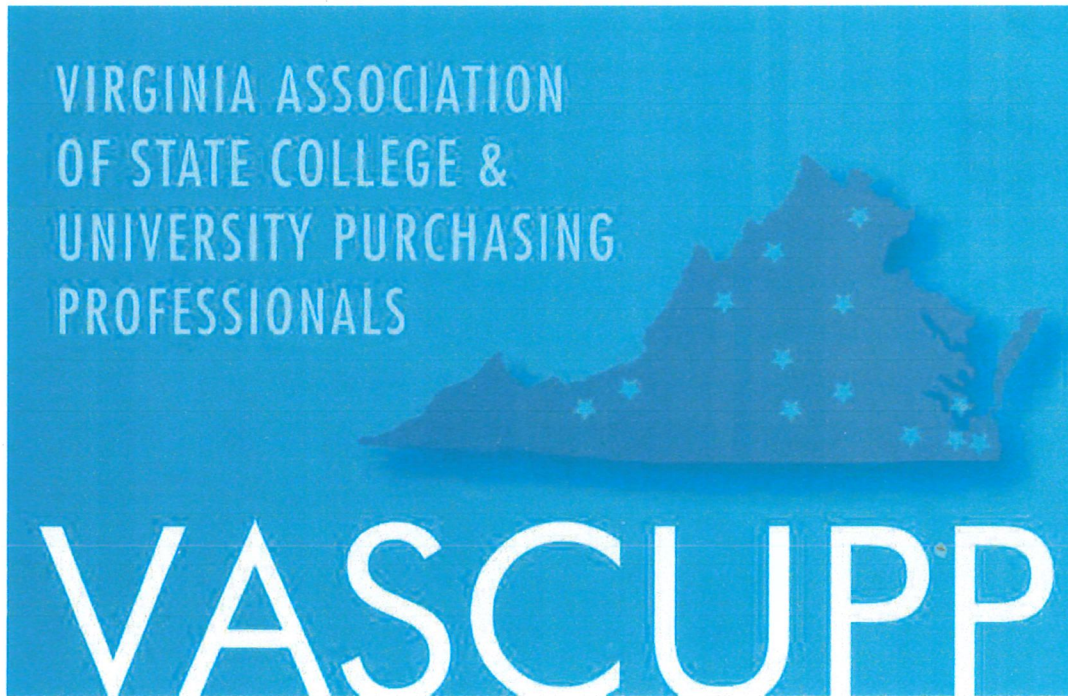




**REQUEST FOR PROPOSAL
PROJECT #V211-25-047
TAILORED CADET UNIFORMS and
ARMY AGSU UNIFORMS**

22 April 2025



Virginia Military Institute
Lexington, Virginia 24450-0304

REQUEST FOR PROPOSAL
RFP #V211-25-047

Issue Date: 22 April 2025
Title: **Tailored Cadet Uniforms and Army AGSU Uniforms**
Due Date: 22 May 2025 at 2:00 PM EST
Pre-Proposal Meeting: 1 May 2025 at 11:00 AM EST
Commodity Code: 20000 / 20010 / 20011 / 20016 / 20044
Issuing Agency: Virginia Military Institute

Period of Contract: **One Year following Date of Award.** Contract will be annually renewable for four (4) additional years following initial contract period.

VMI will hold an optional pre-proposal meeting on Thursday 1 May 2025 at 11:00 AM. This meeting will be conducted in the VMI Quartermaster Department, 535 N. Main Street, Lexington, VA 24450.

VMI will accept proposals electronically through the eVA Procurement Portal. Proposals must be uploaded to eVA before the electronic solicitation closes at 2:00 PM on Thursday 22 May 2025. No emailed or late proposals will be accepted

All Inquiries For Information Should Be Directed To: LTC Lynn Carmack, VMI Procurement Services at carmacklw@vmi.edu. Use of the **Understanding of Requirements Form, Attachment E, must be used. No phone calls will be accepted; no emails will be answered.** Answers will be posted in the form of an addendum. The closing date and time for questions is **Monday 12 May 2025 at 2:00 PM**

In Compliance With This Request For Proposals And To All The Conditions Imposed Therein And Hereby Incorporated By Reference, The Undersigned Offers And Agrees To Furnish The Goods/Services In Accordance With The Attached Signed Proposal Or As Mutually Agreed Upon By Subsequent Negotiation.

Name And Address Of Firm: HANOVER UNIFORM COMPANY Date: 13 MAY 2025
3501 MARMENCO CT By: MARK SYMMES
BALTIMORE (Signature In Ink)
Name: MARK SYMMES
MARYLAND (Please Print)
Zip Code: 21230 Title: DIRECTOR, MILITARY SALES

EVA Vendor ID or DUNS number: E10324 Phone: (410)353-8193
E-mail: MSYMMES@HANOVERUNIFORM.COM Fax: (410)235-6071

Minority Vendor: Woman owned: Small Business Dept. of Minority Business Enterprise Cert.:

Note: This public body does not discriminate against faith-based organizations in accordance with the Code of Virginia, § 2.2-4343.1 or against a bidder or offeror because of race, religion, color, sex, national origin, age, disability, sexual orientation, gender identity, political affiliation, or veteran status or any other basis prohibited by state law relating to discrimination in employment. Faith-based organizations may request that the issuing agency not include subparagraph 1.f in General Terms and Condition C. Such a request shall be in writing and explain why an exception should be made in that invitation to bid or request for proposal.



ADDENDUM 1 V211-25-047

314 Smith Hall Lexington, VA 24450
Phone: 540-464-7357 Fax: 540-464-7682

Project: *Tailored Cadet Uniforms and Army AGSU Uniforms*

Date/Time: 6 May 2025

To: *Prospective Offerors*

This Addendum forms a part of the Contract Documents and modifies, corrects or supplements the original Bidding Documents dated. Acknowledge receipt of this Addendum in the space provided on the Bid Form. Failure to do so may subject Bidder to disqualification.

Tariffs:

If the Contractor is impacted by unforeseen or modified taxes, duties, tariffs, or similar measures imposed by any U.S. or foreign authority, on the Contractor's offerings, (including materials, equipment, hardware, software, or services, etc.) the Contractor shall provide sufficient evidence to the Institute showing the unit price paid as of the contract award date or Purchase Order issuance date (whichever is earlier), the applicability of the tariff to the specific goods or materials, and proof of payment of the increased tariff or duty. The evidence must allow the Institute to confirm that the tariff caused the price increase without markup. Any misrepresentation regarding additional payments due to tariffs shall be considered fraud under the Virginia Fraud Against Taxpayers Act and may subject the Contractor to treble damages.

Questions and Answers:

- Q. Will the AGSU uniforms be ordered in bulk for Military Store stock, or will these uniforms be ordered on an "as needed basis per new faculty needs?
- A. VMI will not be ordering AGSU items in bulk. We did a bulk buy when we initiated the switch to AGSU items several years ago. We will be buying items as they are needed and have been doing so several times per month.
- Q. Can VMI provide photos or visual references for each required garment style in the scope of this RFP to ensure alignment with existing standards and design expectations?
- A. VMI can provide photos and information for any of our uniform items. We do not currently have this and will have to take photos. We can also send samples of any of the contract uniforms upon request.

- Q. The RFP suggests that cadet uniforms may be manufactured offshore if they meet the required specifications, while AGSU uniforms must comply with NSSC requirements and be produced by an NSSC-approved manufacturer. If an offshore facility is capable of meeting the NSSC specifications in full, would it be permitted to manufacture both cadet and AGSU uniforms at that same facility. If not, would VMI consider a proposal for cadet uniforms only, submitted as a separate bid?
- A. Both items may be manufactured offshore. The AGSU must meet the NSSC standards and specifications and must blend seamlessly with our current stock of items. That is true for cadet uniforms as well. Uniformity is key to our operation in maintaining the same military appearance with our Corps of Cadets and Faculty and Staff. You may propose bids for any and/or all uniforms. You are not required to be able to provide all uniform items in order to submit a proposal.
- Q. Is there historical usage data or a forecasted volume projection available for each garment type listed in the RFP? This would assist in accurate planning and pricing.
- A. Below is the 5-year average for garments.

VMI Cadet Uniforms

Item	5-year average
Female Blouse - Gray Wool	22
Male Blouse – Gray Wool	199
Female Coatee - Gray Wool	26
Male Coatee – Gray Wool	67
Duty Jacket	298
Overcoat - Gray Wool	65
Skirt – Long White Formal	13
Skirt – Short White Formal	2
Skirt – Short White Class	29
Female Trouser – Regular Rise Wool	225
Male Trouser – Regular Rise Wool	1052
Female Trouser – Regular Rise White	603
Male Trouser – Regular Rise White	2482
Female Trousers – High Rise White	148
Male Trousers – High Rise White	633

Attachments: Sign In Sheet

Submitted by: LTC Lynn W. Carmack
 Assistant Director of Procurement Services
 540-464-7223
carmacklw@vmi.edu

RECEIVED AND ACKNOWLEDGED BY MARK SYMMES, DIRECTOR, MILITARY SALES

MARK SYMMES

 Signature

07 MAY 2025

 Date



ADDENDUM 2 V211-25-047

314 Smith Hall Lexington, VA 24450
Phone: 540-464-7357 Fax: 540-464-7682

Project: *Tailored Cadet Uniforms and Army AGSU Uniforms*

Date/Time: 14 May 2025

To: Prospective Offerors

This Addendum forms a part of the Contract Documents and modifies, corrects or supplements the original Bidding Documents dated. Acknowledge receipt of this Addendum in the space provided on the Bid Form. Failure to do so may subject Bidder to disqualification.

Tariffs:

If the Contractor is impacted by unforeseen or modified taxes, duties, tariffs, or similar measures imposed by any U.S. or foreign authority, on the Contractor's offerings, (including materials, equipment, hardware, software, or services, etc.) the Contractor shall provide sufficient evidence to the Institute showing the unit price paid as of the contract award date or Purchase Order issuance date (whichever is earlier), the applicability of the tariff to the specific goods or materials, and proof of payment of the increased tariff or duty. The evidence must allow the Institute to confirm that the tariff caused the price increase without markup. Any misrepresentation regarding additional payments due to tariffs shall be considered fraud under the Virginia Fraud Against Taxpayers Act and may subject the Contractor to treble damages.

Clarification on Manufacturing Requirements for AGSU Uniforms:

Page 36 of the RFP document states that "All AGSU Uniform items must be manufactured according to the stringent specifications set by the U.S. Army Natick Soldier Systems Center (NSSC). Each contractor will need to be an approved manufacturer or have access to an approved manufacturer of the AGSU Uniform."

For clarification, VMI is a state military school and is not subject to Federal Department of Defense requirements. It is preferred that the AGSU uniforms meet the NSSC standards and specifications in terms of construction, color and fit, in order to blend seamlessly with our current stock of items. We do not require uniform items to be certified by the NSSC, or to be constructed by an approved manufacturer.

Questions and Answers:

Q. Can we ship samples before the bid deadline?

A. **Yes, we will accept samples before the deadline.**

Q. Can we submit the Army Green Service Uniform (AGSU) web belt which is manufactured in the shade Heritage Walnut 567? This unisex cotton web belt features an oxidized brass tip and is worn only with the open-face buckle. The UPC for this belt with buckle and tip is 053832197103.

A. **Yes, we will accept the AGSU web belt in Heritage Walnut 567.**

Q. For samples only, should the belt components be sent individually, or can we send them as a completed belt?

A. **The belt can be sent as one piece or separate. As long as we receive both components.**

Q. We do not currently manufacture the AGSU uniform and can't provide samples at this time. We can submit samples of the uniforms that do manufacture. May we submit samples after the deadline?

A. **We will accept samples after the RFP closes if you have submitted the appropriate response documents for evaluation. We understand that this is a process and we would accept samples of your current items to see workmanship, construction, and fabric quality.**

Eventually, we will need samples of the actual items that we are requesting. Samples must pass VMI's quality control and wash tests before we issue orders to any contracted vendor.

Q. Could you please provide the annual quantities for the AGSU uniforms?

A. **The annual quantities for the AGSU uniforms have fluctuated over the past three years. We made an initial big buy at the onset but have been able to curtail the large quantities that we were ordering. We are currently still buying to support the initial issue as we are able to find the items available. Generally speaking, we have been ordering AGSU items three to four times every week. Eventually that will decrease. However, we will continually order to support the new faculty and staff throughout the academic year as they are hired.**

Q. How frequently are these items typically ordered (e.g., quarterly, annually)?

A. **We order all items as they are needed. We do maintain a large stock of tailored uniforms and a smaller stock of AGSU items. Tailored items are ordered every year and AGSU items as they are needed.**

Q. What specific components are required for this bid? For example, does it include the Coat, Slack, Shirt, Windbreaker, or other accessories?

A. **The AGSU uniform items that are required are listed in the RFP itself. The same is true for the tailored items. The attached photos have pictures of each of the items we are requesting in the RFP. You can bid on all items or specific items.**

Q. The NSSC currently lists only two approved manufacturers for the AGSU fabric. Would a fabric with the same weight, fiber content, and color be accepted as an approved alternate?

- A. **We are specifically looking for the AGSU uniforms to meet the specifications set by the NSSC for workmanship, quality, and durability. You are welcome to submit fabric samples to us to review and wash test. We are open to review samples at any time. They must meet our specifications, pass a wash test if applicable and/or match our current stock. As a military institute, consistency and uniformity is required.**
- Q. Please provide labeled photos of all uniform items included in the scope of this RFP to confirm design and detail expectations.
- A. **Photos are provided on the attachment.**

Attachments: Photos

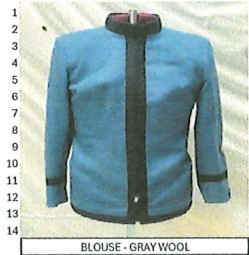
Submitted by: LTC Lynn W. Carmack
Assistant Director of Procurement Services
540-464-7223
carmacklw@vmi.edu

RECEIVED AND ACKNOWLEDGED BY MARK SYMMES, DIRECTOR, MILITARY SALES

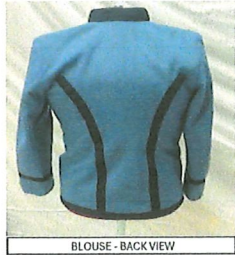
MARK SYMMES
Signature

19 MAY 2025
Date

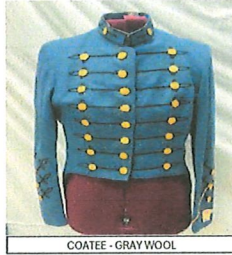
FEMALE CADET UNIFORM



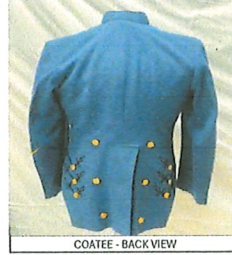
BLOUSE - GRAY WOOL



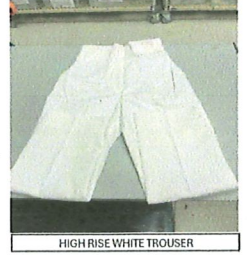
BLOUSE - BACK VIEW



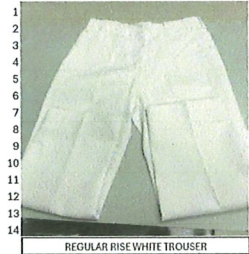
COATEE - GRAY WOOL



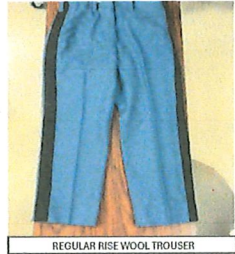
COATEE - BACK VIEW



HIGH RISE WHITE TROUSER



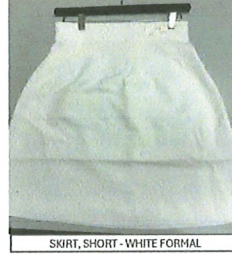
REGULAR RISE WHITE TROUSER



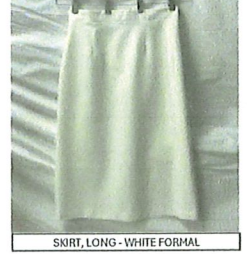
REGULAR RISE WOOL TROUSER



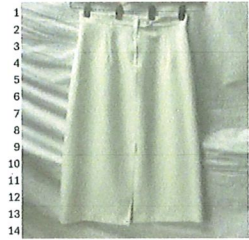
SKIRT, SHORT - WHITE REGULAR RISE



SKIRT, SHORT - WHITE FORMAL



SKIRT, LONG - WHITE FORMAL



BACK VIEW OF SKIRT - ALL THE SAME
ZIP/BUTTON CLOSURE
KICK PLEAT

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MALE CADET UNIFORM



BLOUSE - GRAY WOOL



BLOUSE - BACK VIEW



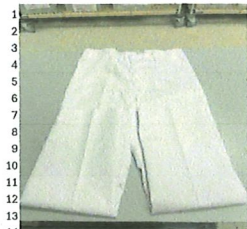
COATEE - GRAY WOOL



COATEE - BACK VIEW



HIGH RISE WHITE TROUSER



REGULAR RISE WHITE TROUSER

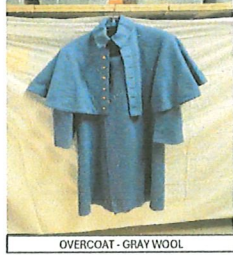


REGULAR RISE WOOL TROUSER

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UNISEX CADET UNIFORM



FEMALE AGSU UNIFORM



AGSU COAT



AGSU SLACKS



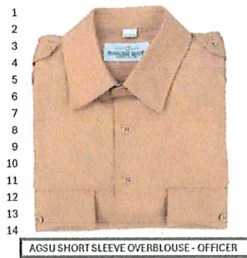
AGSU SKIRT



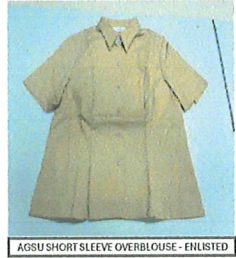
AGSU LONG SLEEVE OVERBLOUSE - OFFICER



AGSU Enlisted Long Sleeve Overblouse - ENLISTED



AGSU SHORT SLEEVE OVERBLOUSE - OFFICER



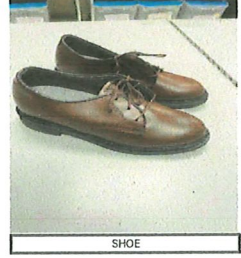
AGSU SHORT SLEEVE OVERBLOUSE - ENLISTED



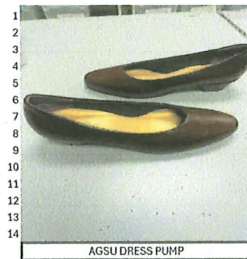
AGSU WINDBREAKER



AGSU ALL-WEATHER COAT



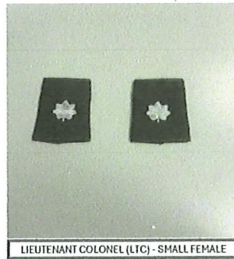
SHOE



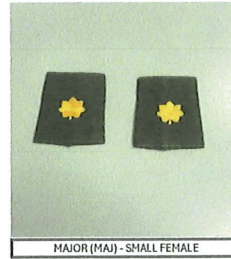
AGSU DRESS PUMP



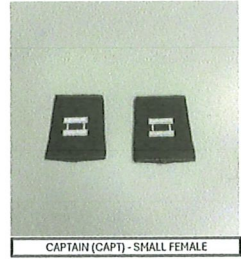
COLONEL (COL) - SMALL FEMALE



LIEUTENANT COLONEL (LTC) - SMALL FEMALE



MAJOR (MAJ) - SMALL FEMALE



CAPTAIN (CAPT) - SMALL FEMALE

MALE AGSU UNIFORM



AGSU COAT



AGSU TROUSERS



AGSU Enlisted Long Sleeve
AGSU LONG SLEEVE SHIRT - OFFICER



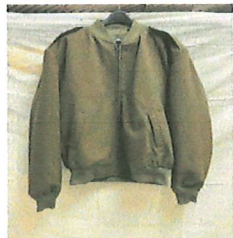
AGSU LONG SLEEVE SHIRT - ENLISTED



AGSU SHORT SLEEVE SHIRT - OFFICER



AGSU SHORT SLEEVE SHIRT - ENLISTED



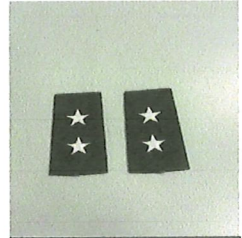
AGSU WINDBREAKER



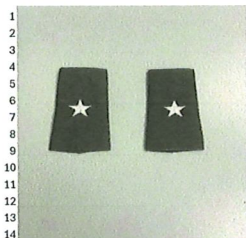
AGSU ALL-WEATHER COAT



SHOE



MAJ GEN (MG) - LARGE MALE



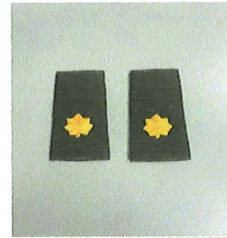
BRIG GEN (BG) - LARGE MALE



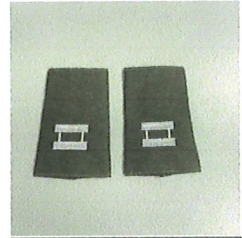
COLONEL (COL) - LARGE MALE



LIEUTENANT COLONEL (LTC) - LARGE MALE



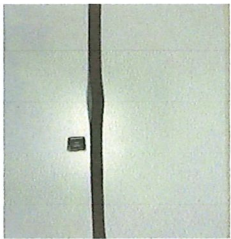
MAJOR (MAJ) - LARGE MALE



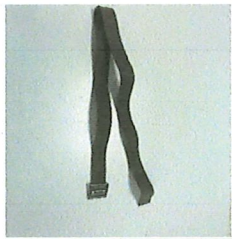
CAPTAIN (CAPT) - LARGE MALE

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GENERAL AGSU UNIFORM ACCOUTRMANTS



AGSU WEB BELT - AGSU BUCKLE



AGSU ELASTIC BELT w/BUCKLE



AGSU GARRISON CAP



AGSU SERVICE CAP



CAP DEVICE - OFFICER



CAP DEVICE - ENLISTED



AGSU - GLOVES MALE/FEMALE



AGSU NECKTIE



COMMAND SERGEANT MAJOR (CSGM)



MASTER SERGEANT (MSGT)



SERGEANT 1st CLASS (SGT 1/C)



DRESS SOCKS



AGSU SWEATER

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WRITTEN NARRATIVE AS REQUIRED BY PAGE 5, SECTION IV, B. 2)

Hanover Uniform Company has a proud 88- year tradition of supplying the Military School and University Market. We provide all services from garment production, tailoring, embroidery, and customization services to outstanding institutions such as the United States Naval Academy, United States Air Force Academy, Virginia Tech Corps of Cadets, Norwich University, Valley Forge Military Academy and College, and approximately 95% of the Private Military Boarding School and Charter School market in the United States. Hanover Uniform is the premiere uniform provider for the Military School Uniform market in the country.

All of the tailors at our local facility in Baltimore, as well as our production plant in Georgia, and our new MIL SPEC Factory in Baltimore, are highly qualified and undergo a comprehensive training program to ensure the highest level of quality. Our Georgia plant is overseen by over 125 years of collective experience in the manufacture of high-end military and commercial trousers, and our Military Spec factory is highlighted by the most innovative procedures, technologically advanced equipment, and precise oversight of specification management required by the US Government for programs such as the President's Own, Marine Corps Uniforms, etc. All of our production management teams are at the full disposal of Mrs. Cindy Dudley and all VMI staff for any questions, needs, and concerns; and all understand the detailed specifications, intense quality standards, and need for dedicated oversight required for all Virginia Military Institute uniform items. Either of our factories is fully capable of making any item required or needed by VMI at any time.

Hanover Uniform Company takes great pride in using only the most skilled labor, and the highest quality materials in the production of our garments. We also ensure the highest level of customer service through our Director of Military Sales, Mark Symmes. Mark has a professional background that makes him uniquely in the Military School Uniform Market. He is a United States Naval Academy Graduate with 8 years of active duty Naval Supply Corps Officer/Quartermaster experience. During his final tour in the Navy, Mark was responsible for the operation of the U.S. Naval Academy Uniform and Tailor Shop division. His experience and understanding of the requirements of running a successful program stems from his pride in having worn a military uniform, and his unique qualification of actually having procured, overseen quality control, and management of a large scale uniform program at a United States Service Academy.

Unlike our competitors, Hanover Uniform has an entire division dedicated to Military Schools. Mark's ability to dedicate 100% of his time to this specialized group of clients ensures a high quality, competitively priced product, that is delivered on time. This, coupled with an owner, John Mintz, who is 100% committed to the Military School Program, has allowed Hanover Uniform to become the premiere supplier of Military School Uniforms in the United States. Hanover Uniform's other advantage is in the customer service of our Military Division. Unlike other companies, who may have 10-20 people working on different aspects of uniform contracting, manufacturing, quality control, etc., Mark is the only employee at Hanover Uniform Company who is responsible for customer service and oversight of the division. He is the sole contact for any question, comment, concern for any aspect of the entire division, eliminating the need to be routed through a myriad of individuals to satisfy what might be an immediate

and emergent need. Should Mark not be available for any reason, John Mintz, the owner and CEO of Hanover Uniform Company, is the only other contact necessary to reach out to. This makes information dissemination, manufacturing procedures, and management of the division more streamlined and efficient for both Hanover Uniform and all of our customers.

Hanover plans to produce all VMI garments with our production and tailoring staff; the same staff that has produced all samples and production over the last 16 years. We have a select place in our manufacturing facilities is allocated specifically for VMI fabric, trims, and components and a dedicated window would be allocated in the production line based on date of orders. As discussed at the previous pre-bid conference, the plans for fabric availability is as follows. Hanover will plan to order fabric in excess of fabric needed for the current year's orders with the goal to finish your production with at least 1000 additional yards of material on hand to allow us to handle fill-in orders, any anomalies in production yields, and to give us a head-start on orders when they are placed vs when the bulk fabric order arrives. We then order the balance of the goods when we know what items and quantities VMI will purchase from us. Per discussions in the Fall of 2024, all fabric pre-production swatches will be sent to VMI for approval from fabric vendors and VMI will approve swatches and notify Hanover of fabric approval. The key for us to deliver your orders in the same fiscal year as they are ordered is clear communication, if we can get an assurance from VMI in the Fall of what the following year's total order quantity would be then we would be in an excellent position to always deliver everything prior to the end of your fiscal year.

As also noted at the previous pre-bid conference; in reference to delivery dates for orders; the time frames dictated in the contract for some items are very strict, and in some cases may be difficult to meet, though, as always, we will do all in our power to do so. This applies particularly for the trousers. The extra fabric we will have on hand will help us prepare to start the orders upon receipt, but, as stated above, many outside factors will influence delivery dates. In order to give Hanover Uniform the best chance to meet desired delivery dates for summer orders set forth in the RFP, if VMI were to provide projected quantities for summer orders in the October time frame and actual orders by the end of January per the contract terms; barring any issue that arises outside of our control with regards to fabric or trim delivery, etc. Hanover Uniform will do everything possible and should be able to meet all delivery expectations. As in all cases, Hanover Uniform will do all within our power to ensure the quickest possible turnaround time and highest quality manufacturing for all orders, both stock and special.

The intent of Hanover Uniform Company is to continue to supply Virginia Military Institute with the highest of quality uniforms, exceptional customer service, and availability at all times for any and all that may be needed. We appreciate the opportunity to supply VMI and take great pride in being able to manufacture Uniforms for the Corps of Cadets.

XVI. PRICING SCHEDULE: The offeror shall furnish items of tailored cadet uniforms as specified in this Request for Proposals. Prices will vary based on the total stock quantity ordered during the period from 1 DEC – 30 JUN of each year. Multiple orders may be issued for each item during this period.

Item CADET UNIFORMS	Qty	Price Each	Qty	Price Each	Qty	Price Each	Special Makes w/Quick Delivery	Price Each
Braided Blouse Female	1-15	\$295.00	16-50	\$275.00	51+	\$255.00		\$350.00
Braided Blouse Male	1-99	\$265.00	101-199	\$250.00	201+	\$225.00		\$325.00
Coatee Female	1-15	\$625.00	16-50	\$595.00	51+	\$525.00		\$625.00
Coatee Male	1-75	\$600.00	76-150	\$515.00	151+	\$515.00		\$625.00
Duty Jacket	1-99	\$97.50	100-249	\$95.00	250+	\$92.50		\$125.00
Overcoat	1-25	\$725.00	26-50	\$695.00	51+	\$595.00		\$725.00
Skirt Long White Formal	1-50	\$100.00	51-100	\$89.00	101+	\$75.00		\$125.00
Skirt Short White Formal	1-50	\$95.00	51-100	\$85.00	101+	\$70.00		\$115.00
Skirt Short White Regular Rise	ALL	\$90	ALL	\$90	ALL	\$90		\$120.00
Trousers White High Rise	ALL	\$47.95	ALL	\$47.95	ALL	\$47.95		\$69.50
Trouser White Regular Rise	ALL	\$46.95	ALL	\$46.95	ALL	\$46.95		\$69.50
Trouser Wool Regular Rise	ALL	\$85.95	ALL	\$85.95	ALL	\$85.95		\$120.00

Alterations Per Hour \$ 35.00

NOTE: **AT THIS TIME HANOVER UNIFORM IS IN THE PROCESS OF DEVELOPPING THE AGSU ITEMS BUT IS NOT IN A POSITION TO SUBMIT A FIRM PRICE BID FOR THESE ITEMS. AS WE DEVELOP AND BEGIN TO MANUFACTURE ANY AGSU UNIFORM PIECES, WE WILL COMMUNICATE WITH VMI ON OUR FINAL COSTS.**

Item AGSU UNIFORMS	Qty	Price Each	Qty	Price Each	Qty	Price Each	Special Makes w/Quick Delivery	Price Each
Coat Female							HANOVER UNIFORM COMPANY DOES NOT BID ON THIS ITEM	
Slacks Female							HANOVER UNIFORM COMPANY DOES NOT BID ON THIS ITEM	
Skirt Female							HANOVER UNIFORM COMPANY DOES NOT BID ON THIS ITEM	
Shirt Long Sleeve (F) Overblouse - Enlisted							HANOVER UNIFORM COMPANY DOES NOT BID ON THIS ITEM	
Shirt Long Sleeve (F) Overblouse - Officer							HANOVER UNIFORM COMPANY DOES NOT BID ON THIS ITEM	
Shirt Short Sleeve (F) Overblouse - Enlisted							HANOVER UNIFORM COMPANY DOES NOT BID ON THIS ITEM	
Shirt Short Sleeve (F) Overblouse - Officer							HANOVER UNIFORM COMPANY DOES NOT BID ON THIS ITEM	
Windbreaker Female							HANOVER UNIFORM COMPANY DOES NOT BID ON THIS ITEM	
All-Weather Coat Female							HANOVER UNIFORM COMPANY DOES NOT BID ON THIS ITEM	
Dress Pump Female							HANOVER UNIFORM COMPANY DOES NOT BID ON THIS ITEM	
Dress Shoe Female							HANOVER UNIFORM COMPANY DOES NOT BID ON THIS ITEM	
Coat Athletic Male							HANOVER UNIFORM COMPANY DOES NOT BID ON THIS ITEM	
Coat Classic Male							HANOVER UNIFORM COMPANY DOES NOT BID ON THIS ITEM	
Trousers Athletic Male							HANOVER UNIFORM COMPANY DOES NOT BID ON THIS ITEM	
Trousers Classic Male							HANOVER UNIFORM COMPANY DOES NOT BID ON THIS ITEM	
Shirt Long Sleeve (M) Athletic Enlisted							HANOVER UNIFORM COMPANY DOES NOT BID ON THIS ITEM	
Shirt Long Sleeve (M) Athletic Officer							HANOVER UNIFORM COMPANY DOES NOT BID ON THIS ITEM	
Shirt Long Sleeve (M) Classic Enlisted							HANOVER UNIFORM COMPANY DOES NOT BID ON THIS ITEM	
Shirt Long Sleeve (M) Classic Officer							HANOVER UNIFORM COMPANY DOES NOT BID ON THIS ITEM	
Shirt Short Sleeve (M) Athletic Enlisted							HANOVER UNIFORM COMPANY DOES NOT BID ON THIS ITEM	
Shirt Short Sleeve (M) Athletic Officer							HANOVER UNIFORM COMPANY DOES NOT BID ON THIS ITEM	
Shirt Short Sleeve (M) Classic Enlisted							HANOVER UNIFORM COMPANY DOES NOT BID ON THIS ITEM	
Shirt Short Sleeve (M) Classic Officer							HANOVER UNIFORM COMPANY DOES NOT BID ON THIS ITEM	

Item	Qty	Price Each	Qty	Price Each	Qty	Price Each	Special Makes w/Quick Delivery	Price Each
AGSU UNIFORMS								
Windbreaker Male							HANOVER UNIFORM COMPANY DOES NOT BID ON THIS ITEM	
All-Weather Coat Male							HANOVER UNIFORM COMPANY DOES NOT BID ON THIS ITEM	
Dress Shoe Male							HANOVER UNIFORM COMPANY DOES NOT BID ON THIS ITEM	
Belt Web							HANOVER UNIFORM COMPANY DOES NOT BID ON THIS ITEM	
Belt Stretch							HANOVER UNIFORM COMPANY DOES NOT BID ON THIS ITEM	
Buckle							HANOVER UNIFORM COMPANY DOES NOT BID ON THIS ITEM	
Cap Garrison							HANOVER UNIFORM COMPANY DOES NOT BID ON THIS ITEM	
Cap Service Enlisted							HANOVER UNIFORM COMPANY DOES NOT BID ON THIS ITEM	
Cap Service Officer							HANOVER UNIFORM COMPANY DOES NOT BID ON THIS ITEM	
Cap Device Enlisted							HANOVER UNIFORM COMPANY DOES NOT BID ON THIS ITEM	
Cap Device Officer							HANOVER UNIFORM COMPANY DOES NOT BID ON THIS ITEM	
Epaulets Small (Female)							HANOVER UNIFORM COMPANY DOES NOT BID ON THIS ITEM	
Epaulets Large (Male)							HANOVER UNIFORM COMPANY DOES NOT BID ON THIS ITEM	
Gloves Unisex							HANOVER UNIFORM COMPANY DOES NOT BID ON THIS ITEM	
Necktie Unisex							HANOVER UNIFORM COMPANY DOES NOT BID ON THIS ITEM	
Rank Patch							HANOVER UNIFORM COMPANY DOES NOT BID ON THIS ITEM	
Socks Unisex							HANOVER UNIFORM COMPANY DOES NOT BID ON THIS ITEM	
Sweaters Unisex							HANOVER UNIFORM COMPANY DOES NOT BID ON THIS ITEM	

****NOTE: DUE TO ECONOMIC UNCERTAINTY, WATERBURY/OGS (FOR ALL HOOKS, EYES, BUTTONS, ETC), WILL NOT QUOTE FOR LONG TERM. NEW POLICY REQUIRES NEW QUOTE FOR EACH ORDER. ALL PRICES OF WATERBURY ITEMS ARE AS OF BID SUBMISSION DATE.****

ATTACHMENT A

RFP# V211-25-047

ACCESSORY ITEMS FOR VIRGINIA MILITARY INSTITUTE

BRAIDED BLOUSES

	<u>PRICE</u>
Black Mohair Braid (1" wide)	<u>\$475.00</u> /Each(Gross)
Collars (Hook & Eyes/Collar Clasps ATTACHED)	<u>\$40.00</u> /Each
Collar Clasps	<u>\$515.00</u> /Each (Gross)
Collar Tabs	<u>\$3.00</u> /Each
Large Hook (1-3/8" wide)	<u>\$288.00</u> /Each (Gross)
Large Eye (1-3/8" wide)	<u>\$288.00</u> /Each (Gross)
Small Hook	<u>\$64.95</u> /Each (Gross)
Small Eye	<u>\$64.95</u> /Each (Gross)
Slides – Black	<u>N/A</u> /Each
Zippers	<u>\$3.00</u> /Each

FULL DRESS COATEE

Buttons – Waterbury 33 Ligne, Long & Short Shank	<u>\$305.00</u> /Gross
Collar (Hook & Eyes/Collar Clasps ATTACHED)	<u>N/A</u> /Each
Collar Clasps	<u>\$515.00</u> /Each(Gross)
Collar Tabs	<u>\$3.00</u> /Each
Leather Washers & Rings	<u>N/A</u> /Each

DUTY JACKET

Collars	<u>\$10.00</u> /Each
Cuffs	<u>\$5.00</u> /Each
Elbow Patches (6-1/2"x6-1/2", 7"x7", 8"x8")	<u>N/A</u> /Each
Waistbands	<u>\$15.00</u> /Each
Zippers	<u>\$3.00</u> /Each
Zipper Tabs	<u>N/A</u> /Each

****INCLUDED W/ZIPPER****

OVERCOAT	**HAVE NEVER MADE OVERCOAT SO NO PRICING DATA**	
Buttons	CAN PRICE WITH SAMPLES TO REFERENCE AND A BIT MORE TIME TO LOCATE ALL PARTS	<u>N/A</u> /Each
Lining		<u>N/A</u> /Each
Wigan		<u>N/A</u> /Each

SKIRT LONG WHITE FORMAL/SHORT WHITE FORMAL/SHORT WHITE REGULAR RISE

Buttons	<u>\$25.00/GROSS</u> /Each
Lining	<u>\$10.00</u> /Each
Zippers	<u>\$4.50</u> /Each

TROUSERS WHITE HIGH RISE

Buttons	<u>\$25.00/GROSS</u> /Each
Zippers	<u>\$3.00</u> /Each
Zipper Tabs	<u>\$1.95</u> /Each

TROUSERS WHITE REGULAR RISE

Belt Loops	<u>\$2.25</u> /Each
Buttons	<u>\$25.00/GROSS</u> /Each
Zippers	<u>\$2.50</u> /Each
Zipper Tabs	<u>\$1.50</u> /Each

TROUSERS WOOL REGULAR RISE

Buttons	<u>\$25.00/GROSS</u> /Each
Buttons (22 Ligne)	<u>\$19.50/GROSS</u> /Each
Front Closure Hook & Eye	<u>\$100/1000</u> /Each
Striping	<u>\$5.50/YARD</u> /Each
Waistband Lining	<u>\$2.50/YARD</u> /Each
Zipper	<u>\$2.50</u> /Each
Zipper Tabs	<u>\$1.50</u> /Each

AGSU COAT

Belt	<u>N/A</u> /Each
Buckle	<u>N/A</u> /Each
Button (Large 4-hole green)	<u>N/A</u> /Each
Button (Decorative)	<u>N/A</u> /Each
Metal Rings (for buttons)	<u>N/A</u> /Each
Sleeve Braid	<u>N/A</u> /Each

AGSU SLACKS/TROUSERS

Buttons	<u>N/A</u> /Each
Front Closure Hook & Eye	<u>N/A</u> /Each
Zippers	<u>N/A</u> /Each

SKIRTS

Button	<u>N/A</u> /Each
Front Closure Hook & Eye	<u>N/A</u> /Each
Zippers	<u>N/A</u> /Each

LS/SS SHIRTS

Buttons	<u>N/A</u> /Each
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WINDBREAKER

Buttons	<u>N/A</u> /Each
Zippers	<u>N/A</u> /Each

ATTACHMENT B

The following information is required as part of your response to this solicitation. Failure to complete and submit this form may result in disqualification of your bid as non-responsive.

QUALIFICATIONS: The vendor must have the capability and capacity in all respects to satisfy fully all of the contractual requirements.

VENDOR'S PRIMARY CONTACT:

Name: MARK SYMMES Phone: 410-353-8193
Email: MSYMMES@HANOVERUNIFORM.COM

Length of Time in this Business: YEARS: 88 YEARS MONTHS: _____

REFERENCES: Indicate below a listing of at least three (3) current or recent accounts, either commercial, industrial or governmental, that your company is servicing, has serviced, or has provided similar goods/services. Include the length of service and the name, address and telephone number of the point of contact.

COMPANY: UNITED STATES NAVAL ACADEMY CONTACT NAME: MIKE STEVENS

PHONE: 410-293-2908 EMAIL: MSTEVENS@USNA.EDU
FAX: _____

PROJECT: VARIOUS MILITARY UNIFORMS FOR MIDSHIPMEN AT US NAVAL ACADEMY
DATE(S) OF SERVICE: 88 YEARS VALUE: \$ 1,450,000

COMPANY: VIRGINIA TECH CORPS OF CADETS CONTACT NAME: DEAN MILLER

PHONE: 540-231-8009 EMAIL: WDMILLER@VT.EDU
FAX: _____

PROJECT: ALL UNIFORMS FOR THE VA TECH CORPS OF CADETS
DATE(S) OF SERVICE: 17 YEARS VALUE: \$ 350,000

COMPANY: MASSACHUSETTS MARITIME ACADEMY CONTACT NAME: FAY GLOVER

PHONE: 508-830-6488 EMAIL: FGLOVER@MARITIME.EDU
FAX: _____

PROJECT: UNIFORMS, SHOES, AND ACCESSORIES FOR MASS MARITIME CADETS
DATE(S) OF SERVICE: 3 YEARS VALUE: \$ 550,000

ATTACHMENT C

CONFLICT OF INTEREST STATEMENT

The following information is required as part of your response to this solicitation. Failure to complete and submit this form may result in disqualification of your bid as non-responsive.

NAME: HANOVER UNIFORM COMPANY

ADDRESS: 3501 MARMENCO CT

CITY/STATE: BALTIMORE, MD 21230

TELEPHONE NUMBER: (800)541-9709

FEDERAL ID NUMBER (FIN): 20-1659916

THE ABOVE FIRM IS A: (CHECK, AS APPLICABLE)

- | | |
|--|---|
| <input type="checkbox"/> SMALL BUSINESS | <input type="checkbox"/> INDIVIDUAL BUSINESS |
| <input type="checkbox"/> WOMAN-OWNED BUSINESS | <input type="checkbox"/> SOLE PROPRIETORSHIP |
| <input type="checkbox"/> MINORITY-OWNED BUSINESS | <input type="checkbox"/> PARTNERSHIP |
| <input type="checkbox"/> SHELTERED WORKSHOP | <input checked="" type="checkbox"/> CORPORATION |

RELATIONSHIP WITH VIRGINIA MILITARY INSTITUTE:

IS ANY MEMBER OF THE FIRM AN EMPLOYEE OF THE COMMONWEALTH OF VIRGINIA WHO HAS A PERSONAL INTEREST IN THIS CONTRACT PURSUANT TO THE CODE OF VIRGINIA, SECTION 2.1- 639.1-639.24? () YES (X) NO

IF YES, EXPLAIN:

MARK SYMMES
SIGNATURE OF OFFEROR

13 MAY 2025
DATE

Please tell us how you received this solicitation:

- It was mailed to you directly.
- You requested a copy through the Virginia Business Opportunities.
- You obtained a copy from the Virginia Department of Minority Business Enterprise.
- Other (please specify) _____.

ATTACHMENT D

Small Business Subcontracting Plan

It is the goal of the Commonwealth that more than 42% of its purchases be made from small businesses. All potential bidders are required to submit a Small Business Subcontracting Plan.

Small Business: "Small business (including micro)" means a business which holds a certification as such by the Virginia Department of Small Business and Supplier Diversity (DSBSD) on the due date for proposals. This shall also include DSBSD-certified women- and minority-owned businesses when they also hold a DSBSD certification as a small business on the proposal due date. Currently, DSBSD offers small business certification and micro business designation to firms that qualify.

Certification applications are available through DSBSD online at www.DSBSD.virginia.gov (Customer Service).

Offeror Name: HANOVER UNIFORM COMPANY

Preparer Name: MARK SYMMES Date: 13 MAY 2025

Instructions

- (1) If you are certified by the DSBSD as a micro/small business, complete only Section A of this form. This includes but is not limited to DSBSD-certified women-owned and minority-owned businesses when they have also received DSBSD small business certification.
- (2) If you are not a DSBSD-certified small business, complete Section B of this form. For the offeror to receive credit for the small business subcontracting plan evaluation criteria, the offeror shall identify the portions of the contract that will be subcontracted to DSBSD-certified small business for the initial contract period in Section B..

Offerors which are small businesses themselves will receive the maximum available points for the small business participation plan evaluation criterion, and do not have any further subcontracting requirements.

Offerors which are not certified small businesses will be assigned points based on proposed expenditures with DSBSD- certified small businesses for the initial contract period in relation to the offeror's total price for the initial contract period.

Points will be assigned based on each offeror's proposed subcontracting expenditures with DSBSD-certified small businesses for the initial contract period as indicated in Section B in relation to the offeror's total price.

Section A

If your firm is certified by the Department of Small Business and Supplier Diversity (DSBSD), provide your certification number and the date of certification):

Certification number: N/A Certification Date: N/A

Section B

Populate the table below to show your firm's plans for utilization of DSBSD-certified small businesses in the performance of this contract for the initial contract period in relation to the bidder's total price for the initial contract period. Certified small businesses include but are not limited to DSBSD-certified women-owned and minority-owned businesses that have also received the DSBSD small business certification. Include plans to utilize small businesses as part of joint ventures, partnerships, subcontractors, suppliers, etc. It is important to note that this proposed participation will be incorporated into the subsequent contract and will be a requirement of the contract. Failure to obtain the proposed participation percentages may result in breach of the contract.

B. Plans for Utilization of DMBE-Certified Small Businesses for this Procurement

Micro/Small Business Name & Address DSBSD Certificate #	Status if Micro/Small Business is also: Women (W), Minority (M)	Contact Person, Telephone & Email	Type of Goods and/or Services	Planned Involvement During Initial Period of the Contract	Planned Contract Dollars During Initial Period of the Contract (\$ or %)
N/A					
HANOVER UNIFORM COMPANY PLANS TO USE ALL FACTORIES WHICH HAVE PRODUCED ALL APPROVED SAMPLES FOR PREVIOUS CONTRACTS.					



ATTACHMENT F
UNDERSTANDING OF
REQUIREMENTS

RFP #V211-25-047

Virginia Military Institute

Procurement Services

OFFEROR: HANOVER UNIFORM COMPANY

Date: 13 MAY 2025

The following question concerns specifications, Section (number) N/A

Paragraph _____, page _____.

HANOVER UNIFORM HAS NO QUESTIONS AT THIS TIME

All responses to questions will be made by Addendum.

Questions Submitted by: N/A
NAME

HANOVER UNIFORM COMPANY
FIRM

(800)541-9709
PHONE

MSYMMES@HANOVERUNIFORM.COM
EMAIL

This form may be sent by E-Mail to Lynn Carmack carmacklw@vmi.edu.