

REQUEST FOR PROPOSAL

APPAREL & EMBROIDERY



FOR MORE INFORMATION CONTACT:

Kerry Thompson, Robins Regional Chamber
1228 Watson Blvd, Warner Robins GA 31088
kthompson@robinsregion.com
478.922.8585

May 30, 2019

Dear Robins Regional Chamber Member:

The Robins Regional Chamber is soliciting proposals to Chamber members who may be interested in providing quality and cost-efficient polo style shirts for the 2019-20 Youth Leadership Robins Region Class.

The Youth Leadership Robins Region class is comprised of 25 high school juniors engaged in a school year long immersive program that meets for a full day every month. In order to provide uniformity and professionalism on class trips across the Robins Region, the Robins Regional Chamber provides all students with branded navy- blue polo shirts.

Specific Request

At this time, we request pricing for 30 adult, navy, silk-touch polo shirts with a two-color embroidered logo on the left chest side. Polo shirt sizes will range from small to 2XL in both male and female sizes. We will need the shirts in hand by August 2, 2019.

Example

This is the 2018-19 navy polo shirt with embroidered logo as requested. We will not be dating the shirts this year, we only request the Youth Leadership Logo.



Deadline

If you are interested in submitting a proposal, please provide detailed information regarding your quote and estimated delivery date. Return your quote via e-mail no later than Thursday, June 13, 2019, at 12:00 p.m., to Kerry Thompson at kthompson@robinsregion.com.

If you have any questions, please contact Kerry at 478-922-8585. Thank you for your consideration.

Sincerely,

A handwritten signature in blue ink that reads "April Bragg".

April Bragg
President & CEO
Robins Regional Chamber