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**TORONTO TRANSIT COMMISSION
REPORT NO.**

MEETING DATE: January 25, 2006

SUBJECT: Procurement Authorization For The Supply Of Union Made Uniform Shirts

RECOMMENDATION

It is recommended that the Commission approve the issuance of a purchase order to FM Embroidery Limited, in the amount of \$234,324.00 for the supply of union made golf shirts for the period of January 1, 2006 to December 31, 2006.

FUNDING

Sufficient funds for the 2006 expenditures are included in the proposed 2006 TTC and Wheel-Trans Operating Budgets.

BACKGROUND

Under the terms of the recent Collective Agreement with Local 113, the Commission is required to supply Operators and Collectors with two uniform golf shirts commencing March 31, 2006.

DISCUSSION

Nineteen companies were invited to submit tenders in addition to the advertisement on the TTC web site on November 11, 2005. The tenders closed on December 14, 2005 and a total of eight companies submitted tenders as detailed on Appendix A.

Tenderers were required to submit confirmation that the golf shirts would be made to specification and that they would also be union made. While the contract is for a one year term, the request for tender specified

that the first delivery of golf shirts was to occur by March 31, 2006.

R. Nicholls Distributors Incorporated submitted the lowest bid. However, they included an exception which stated that they would require the award no later than December 23, 2005 in order to maintain the March 31, 2006 delivery date. This exception was unacceptable therefore, their submission was considered non-compliant and they are not recommended for award.

The second lowest tender was submitted by FM Embroidery Limited. They submitted written confirmation that the golf shirts would be made to specification and also would be union made as required. FM Embroidery Limited did not state any exceptions or qualifications to the Commission's standard terms and conditions and is considered acceptable.

The third lowest tender was submitted by CFM Uniforms Incorporated. They submitted written confirmation that the golf shirts would be made to specification and be union made. They did not state any exceptions or qualifications and their submission is also considered acceptable.

As this is the first purchase of golf shirts a price comparison is not available.

JUSTIFICATION

This contract is required to ensure a supply of uniform golf shirts for the 2006 uniform issue consistent with the Collective Agreement.

January 4, 2006

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Appendix A - Summary of Tenders

APPENDIX 'A'

**PROCUREMENT AUTHORIZATION FOR THE
SUPPLY OF UNION MADE UNIFORM SHIRTS**

TENDER SUMMARY

Company Name	Tendered Amount
R. Nicholls Distributors	*\$158,125.00
FM Embroidery	**\$234,324.00
CFM Uniforms Incorporated	\$257,703.50
Image Promotions Incorporated	\$282,670.00
K-Promotions Limited	\$286,297.10
Carton Promotions Incorporated	\$296,700.00
MWG Apparel Corporation	\$355,849.10
Grant Custom Productions	\$371,783.50

* Considered Non-compliant

** RECOMMENDED FOR AWARD

January 4, 2006

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