



**YORK ST JOHN  
STUDENTS' UNION**  
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## **York St John Students' Union**

**Invitation to Tender  
For Sole Sports and Leisure Clothing Supplier  
January 2017**

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## Introduction

York St John University Students' Union (YSJSU) is one of the country's more select Students' Unions located on a city centre campus, only moments away from some of York's most historic tourist attractions. York St John Students' Union was awarded Silver Students' Union Evaluation Initiative in 2012, Gold Standard NUS Green Award in 2013 and Silver accreditation IIP in 2015.

York St John University has around 6,000 enrolled students, within this; there are just over 3000 students who are actively involved in our activities and volunteering schemes or registered as members and participating across our sports and societies.

The predominant requirements of this tender is to cater for our sports teams who have members of all levels across a number of the sports entering both teams and individuals into the British Universities & Colleges Sport Association (BUCS) on an annual basis. This means there are over 30 teams actively playing sport every Wednesday all representing York St John University and York St John Students' Union.

Currently the sports playing kit is funded internally while leisurewear is bought by the students. Over the last 3 years we have held a contract with O Neill's establishing a sport specific brand and kit colour across York St John University's sport teams.

The objective of this tender process is to find a sole clothing supplier to work with York St John Students' Union and take this service to the next level whilst creating a system that is financially viable for students. It is also an opportunity for York St John Students' Union to carry on the trend of playing in a colour that is in line with the corporate branding of the University. These opportunities combined will then increase the sense of belonging to York St John University.

There is a significant financial benefit available to the successful sole clothing supplier which is estimated at £45,000 in the first year and £20,000 in the years after. Being the sole supplier also guarantees the supplier the exposure and advertising across all sports teams throughout the playing season.

Finally there are also the financial implications to be considered when awarding a contract of this nature, and it is hoped that any tender applicant would reflect this in the pricing structure of their proposal, and also potentially offer a rebate or sponsorship package to the Students' Union as part of their application.

## Clothing Requirements

### Sports Teams

The appointed supplier will be required to provide sport specific playing kit for all of the sports teams actively playing at York St John University. There is also a potential that each club will need to be provided with an away kit. These teams include:

Alternative Sports (Mixed)	Hockey (Men's)
American Football (Mixed)	Hockey (Women's)
Athletics (Mixed)	Mountaineering (Mixed)
Badminton (Men's)	Netball (Women's)
Badminton (Women's)	Rugby League (Men's)
Basketball (Men's)	Rugby Union (Men's)
Basketball (Women's)	Rugby Union (Women's)
Boat Club (Mixed)	Running (Mixed)
Boxing (Mixed)	Snow Sports (Mixed)
Cheerleading (Mixed)	Swimming (Mixed)
Cricket (Men's Indoor)	Tennis (Men's)
Cricket (Men's Outdoor)	Tennis (Women's)
Football (Men's)	Thai Boxing (Mixed)
Football (Women's)	Ultimate Frisbee (Men's)
Futsal (Men's)	Volleyball (Men's)
Futsal (Women's)	Volleyball (Women's)

### Societies

At present we have over 1000 students as members of societies who order a variety of clothing including hoodies, t-shirts, polo shirts etc. and as part of the tender process a pricing proposal and graphics for these will need to be included.

### SW5

Our sports and activity participation programme comes with a brand of its own to offer student's involved in the programme a variety of clothing including hoodies, t-shirts, polo shirts etc. and as part of the tender process a pricing proposal and graphics for these will need to be included.

## Kit Specifications

York St John Students' Union is seeking a bespoke and harmonised design across all sports teams playing kit, which will be solely composed of the recognised York St John branding colours of navy blue and sky blue, with the dominant colour being navy blue.

All kit should feature the York St John University crest on the left breast and the York St John Students' Union logo on the right upper arm.



[NOTE: EPS file artwork will be sent via You Send It. Logos can be monotone to fit in with kit design if required.]

There are negotiations underway regarding a headline sponsor for the kit, and these will hopefully be completed by the time of the tender being awarded. The left arm should be reserved for low level local sponsors that would be team specific and the right breast may feature the clothing manufacturer.

A range of leisurewear is also to be designed and supplied which will be appropriate for the breadth of the different sports and societies. The same colours are to be used for this leisurewear range and the same logo presence and coverage. It is desirable that a leisurewear bundle be created to encourage students to engage in a standard uniform to attend fixtures and events.

Further extensions of this tender will be to look at the feasibility of branded kit bags and other accessories associated with sporting kit.

## Details of Tender

It is expected that the submitted tender application will contain the following sections:

- **Details of Supplier:** including contact details and brief company background
- **Pricing:** full details of all items
- **Kit Design:** images of a variety of sports kits and items
- **Other Clothing Requirements:** images of items
- **Order Process:** procedures and timescales for kit order and delivery
- **Environmental Policy:** details of how your operation would be environmentally friendly

The deadline for tender applications submitted to York St John Students' Union is 12 noon on **Monday 30<sup>th</sup> January 2017**

Submission of the tender should be made by e-mail to Matthew Walton, Sports and Activities Manager at York St John Students' Union – [m.walton@yorks.ac.uk](mailto:m.walton@yorks.ac.uk)

All tender applicants will be informed of the outcome of their tender application by 12 noon on **Wednesday 8<sup>th</sup> February 2017**. A short list of tender applicants will then be invited to present their tender to a panel on **Monday 6<sup>th</sup> March 2017**.

After considering the tender applications, proposals and presentations, the following criteria will be used to award the contract:

- Ability to provide clothing for the required breadth and variety of sports and societies
- Evidence of applicants ability to supply large volumes of clothing
- Service level including ordering systems and delivery lead times
- Design and harmonisation of clothing
- Quality of clothing, including fabric
- Three year guarantee on sports clothing
- Any potential rebate and sponsorship offers
- Contractual terms and conditions proposed, including penalties if deadlines are not met and satisfaction levels are considered inadequate
- CSR Policy and Activities

The successful clothing supplier will then be announced on **Monday April 3rd 2017**, and the contract will commence on **1<sup>st</sup> June 2017**. All applicants should note that the Football season commences in August and so the first deliveries of kit will be required early August 2017.

Should there be any further information required in order for a tender application to be submitted please enquire in writing to Matthew Walton, Sports and Activities Manager on [m.walton@yorks.ac.uk](mailto:m.walton@yorks.ac.uk)

All information provided by tender applicants will be treated as strictly confidential. Tender applicants should understand that it is York St Johns Students' Union's preference to award this contract to a single supplier capable of fulfilling all its requirements but retains the right to seek alternative arrangements if this is not the case.

## Examples of Current Kit & Clothing Designs

### Sports Kit



SW5



Society





Leisurewear

