



STATE OF DELAWARE
EXECUTIVE DEPARTMENT
OFFICE OF MANAGEMENT AND BUDGET

State of Delaware
Law Enforcement Uniforms
Request for Information
Request No. GSS25844A-LAW_UNFRM

Friday, May 9, 2025

- Deadline to Respond -
Tuesday, July 1, 2025
3:00 PM (Local Time)

Date: May 9, 2025

REQUEST for INFORMATION NO. GSS25844A-LAW_UNFRMS

This Request for Information (RFI) will **not** result in award of a competitively bid contract.

The State of Delaware, Government Support Services, is seeking market information on Law Enforcement Uniforms. The information gathered may or may not lead to the issuance of a Request for Proposals.

Responses to this Request for Information will remain confidential until such time as a determination is made on whether the State will move forward with a Request for Proposal for any one or more types of Law Enforcement Uniforms. If a decision is made to move forward with a Request for Proposal, the responses to this Request for Information will remain confidential until the completion of the Request for Proposal process.

All responses to this Request for Information must be submitted through the online bid submission portal at: <https://gss.bonfirehub.com/>, Tuesday, July 1, 2025, by 3:00 P.M. (Local Time). Submissions by other methods will not be accepted.

For anyone who wishes to witness the bid opening through a remote access rather than in-person, they may do so by joining virtually at:

Virtual Meeting Link:	Microsoft Teams Meeting
Meeting Number:	254 449 366 395
Password:	zu3fB7At

Please review and follow the information and instructions contained in this Request For Information (RFI). Should you need additional information, please contact Takishia Kiah through Bonfire at <https://gss.bonfirehub.com>.

I. INTRODUCTION

A. RFI DESIGNATED CONTACT

All requests, questions, or other communications about this solicitation shall be made in writing through Bonfire <https://gss.bonfire.hub.com>. Address all communications to the person listed below; communications made to other State of Delaware personnel or attempting to ask questions by phone or in person will not be allowed or recognized as valid and may disqualify the vendor. Vendors should rely only on written statements issued by the solicitation designated contact, through an addendum posted on <https://mmp.delaware.gov/Bids/> and <https://gss.bonfirehub.com/>. The designated contact for this solicitation is:

Takishia Kiah

B. GSS25844A

The following dates and milestones apply to this RFI. Vendors are advised that these dates and milestones are not absolute and may change.

Activity	Due Date
RFI Availability to Vendors	Friday, May 9, 2025
Round 1 Questions	Friday, May 23, 2025, by 4:30pm Local Time
Round 1 Answers Posted	Monday, June 2, 2025
Round 2 Questions	Monday, June 9, 2025, by 4:30pm Local Time
Round 2 Answers Posted	Monday, June 16, 2025
RFI Responses Due	Tuesday, July 1, 2025, at 3:00pm Local Time

C. CONTACT WITH STATE EMPLOYEE

Direct contact with State of Delaware employees other than the State of Delaware Designated Contact regarding this RFI is expressly prohibited without prior consent. Vendors directly contacting State of Delaware employees risk elimination of their response from further consideration. Exceptions exist only for organizations currently doing business in the State who require contact in the normal course of doing that business.

D. RFI OBLIGATION

The RFI is a request for information only. There will be no contract awarded as a result of this RFI. Nothing in the materials vendors provide, further referred to as Vendor Information Packages (VIP) as a response to this RFI nor the State's remarks or responses to the VIPs of any individual vendor, will be considered binding for a future contract.

E. RFI QUESTION AND ANSWER PROCESS

The State of Delaware will allow written requests for clarification of this solicitation. There will be two opportunities to submit questions regarding the interpretation of this solicitation, drawings, or specifications, or any other aspect of this solicitation. The 1st round of questions must be received through the [online bid submission portal](#) by 4:30 PM (Local Time) Friday, May 23, 2025, referencing the section, page number, text of passage being questioned, and the question. The 1st round of questions will be answered in writing by Monday, June 2, 2025, with responses posted on <https://bids.delaware.gov> and <https://gss.bonfirehub.com/>.

The 2nd round of questions will offer an opportunity for suppliers to ask additional questions in response to the posted Addendum for the 1st round of questions. The 2nd round of questions must be received through the [online bid submission portal](#) by 4:30pm (Local Time) Monday, June 9, 2025, referencing the section, page number, text of passage being questioned, and the question. The 2nd round of questions will be answered in writing by Monday, June 16, 2025, with responses posted on <https://bids.delaware.gov> and <https://gss.bonfirehub.com/>.

II. SCOPE OF WORK

A. PURPOSE / BACKGROUND

The purpose of this RFI is to gather information and provide the State of Delaware with feedback regarding vendor capabilities and interest in providing Law Enforcement Uniforms. The State of Delaware is requesting vendors to submit their capabilities and interests relative to this Request for Information (RFI). The State of Delaware may reference this material as indicative of industry capabilities and in the event the State of Delaware issues a Request for Proposal (RFP), the State may use this material to facilitate the development of the RFP or the establishment of standards and policies.

Law Enforcement Agencies across the State of Delaware have historically relied on made-to-measure custom uniforms to ensure officers can perform their duties without restrictions caused by ill-fitting apparel. However, market research indicated that such uniform services are no longer available. To address this gap, Delaware law enforcement seeks alternative solutions that provide:

- Readily available uniforms.
- Options for uniform color consistency.
- Alteration services for a custom fit.

Delaware Law Enforcement Agencies, include but not limited to:

- Capitol Police
- Delaware State Police
- Delaware State University Police
- Department of Corrections
- Department of Natural Resources and Environmental Control (DNREC)
- Fire Marshal
- Justice of the Peace (JP) Courts
- Local municipalities
- University of Delaware Police

STATEMENT OF NEEDS

Delaware Law Enforcement Agencies require uniforms that address the following key priorities:

1. **Safety and Durability:** Uniforms must support rigorous daily use and withstand wear and tear.
2. **Comfort:** Apparel should ensure comfort during extended periods of use.
3. **Cost Efficiency:** Tailoring and alteration services must balance quality with cost considerations.

III. VENDOR INFORMATION PACKAGE (VIP) REQUIREMENTS

A. COVER LETTER

Each VIP response must be submitted through the online bid submission portal at: [insert link], by Day, Month, Date, Year, at Time (local time). Each VIP response must be submitted

with a cover letter including the letterhead of the company or organization submitting the response. The cover letter must briefly summarize:

1. The Vendor's ability to provide the services specified in the RFI.
2. Identify a contact person, including a phone number and email address.

B. DESCRIPTION OF SERVICES AND QUALIFICATIONS

Each response must contain a detailed description of how the Vendor could provide the goods and services outlined in this RFI. This part of the response may also include descriptions of any enhancements or additional services or qualifications the Vendor will provide that are not mentioned in this RFI.

C. SUBMITTING A RESPONSE

Each VIP response must be submitted through the online bid submission portal at: <https://gss.bonfirehub.com/>, by **Tuesday, July 1, 2025 at 3:00pm** (Local Time). Samples must be submitted via standard delivery.

D. VENDOR INFORMATION PACKAGE (VIP) RESPONSE

1. MATERIAL – FABRIC STANDARD

Vendor should provide samples of advanced fabrics (*swatches) for evaluations, focusing on:

- **Breathability:** Demonstrate improved comfort compared to current materials.
- **Durability:** Detail measures ensuring long-term wear resistance.
- **Wash-and-Wear:** Submit swatches of fabrics that retain a fresh, polished look after washing. Include fabric specifications (e.g. % polyester, %cotton).
- **Uniform Colors:** Provide swatches of uniform component colors that align with Delaware standards (e.g., French Blue for Delaware State Police).

*Fabric swatches should be mailed to Government Support Services, 600A S. Bay Road, Dover, DE 19901, Attn: GSS25844A-LAW_UNFRM, and received by the RFI submission deadline, **Tuesday, July 1, 2025, by 3:00pm** (Local Time). **Swatches will not be returned.**

Vendor should describe the measures taken to achieve high-quality fabric standards and improve the overall product quality.

Vendor should describe in specific detail the sewing thread ability to endure long-term wear and tear.

Vendor should describe the characteristics and limitations of their uniforms.

Vendor should describe in detail how tailorable the uniforms, to ensure officer safety.

2. UNIFORM COMPONENT SAMPLES (Photographs)

Photographs of uniform component samples should be included within the RFI response and submitted through the online bonfire submission portal. Please provide at least three photographs of completed work for any uniform components (shirts, pants, blouses, etc).

Photographs should feature:

- Garment details: Please feature the style of garment, including front, back, and hem/seam of garment.
- Garment Descriptions: Please include descriptions with each photograph, including:
 - Type of material
 - Fiber content percentages
 - Weave type
 - Weight (per linear yard)

3. SERVICE

Please identify how your company has the capability to provide the commodities and services described in the Statement of Need.

Please explain the estimated service life of your uniforms, given the type of wear/tear expected.

Please provide the number of staff members available to measure officers.

Please explain the method used to achieve permanent creases for shirts and pants.

Please provide the number of staff members available for custom tailoring.

Please provide where you are located and your availability to travel to the State of Delaware to perform measurements for law enforcement officers at various agencies.

Please explain your selection process for subcontractors, the order tracking process, and handling of performance issues, for outsourced work.

4. EXPERIENCE

Please describe your experience working with Law Enforcement Academies and/or the processing of large orders for new recruits.

Please describe your process for reordering one-offs and providing consistency in style, color and fabric content.

Please describe your record keeping process for completing initial fitting and uniform inspections.

Please provide a list of current Law Enforcement Agencies (contact information), Federal, State, and or Local, which you currently provide uniforms and accessories as described in the Statement of Need.

- Please include the length of service, composition of uniform (to include Manufacturer) and the method of processing orders for customized options.

5. PRICING

Please explain how the contract term length may / may not affect price. Please explain if there is a shirt/pant minimum/maximum for orders.

Please provide what the cost is to provide basic alterations (hemming of pants, sewing on patches, ranks, etc.).

Please provide what the cost is for advanced alterations (tapering of shirts and pants).

6. ORDER / DELIVERY EXPECTATIONS

Please explain how order quantity can affect delivery turn-around time.

Please describe in specific detail your record-keeping process for order receipts and tracking orders through delivery.

Please describe your process to meet delivery requirements within a specified time frame.

7. PROBLEM RESOLUTION

Please describe how issues are resolved concerning turn-around time and delivery delays involving manufacturer issues. These issues may include supply chain shortage, high demand for high-quality, and durable protective gear.