

REQUEST FOR PROPOSAL (RFP)

RFP # 27-001

Athletic Apparel

ISSUE DATE:

September 14, 2026

SUBMISSION DATE:

October 15, 2026

This document constitutes a request for competitive, sealed bids from qualified individuals and organizations to provide Athletic Apparel for Missouri Southern State University in accordance with the terms and conditions set forth herein. These components and system are intended to describe the project's general requirements and are not intended to be representative of all specifications and details that may be required.

Prior to award of the contract all questions and/or clarifications regarding this proposal should be submitted by email to Jennings-k@mssu.edu by 12:00pm CST September 29, 2026. Questions received after this date may not be answered. Only questions answered by formal written Addenda will be binding. Oral and other interpretations or clarifications will be without legal effect.

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Projected Schedule and Timeline:

Bid Opening date..... October 15,2026
Firms selected to provide demonstrations..... October 21, 2026
Estimated award date November 20, 2026
Notice to Proceed..... July 01, 2027

*MSSU Reserves the right to change the projected schedule and timeline

Proposal Due Date:

No later than 2:00pm, Central Standard Time, October 15, 2026

Bid Opening:

Bid opening will begin at 2:00pm Central Standard Time October 15, 2026 in the Ron Richard Athletic Center Room 212A, 3950 E Newman Road, Joplin MO 64801. See attachment A Campus Map, Location number 6 - Ron Richard Athletic Center for location.

Submission Requirements:

Electronic submission is not allowed.

Sealing Requirements:

Bid materials must be completely sealed in an envelope with the bid number showing on the outside of the envelope. Two (2) hard copies and one (1) flash drive/USB compatible device including all attachments and certifications should be included.

Hand Delivering Instructions:

If you will be hand delivering your bid within 30 minutes of the bid opening time stated above please deliver the bid to the Ron Richard Athletic Center Room 212A. If you will be hand delivering your bid any time before the 30 minutes noted above, please deliver the bid to Hearnes Hall 211C.

Mail-In Instructions:

If you elect to mail in your bid, they need to be received on campus at least 24 hours in advance of the bid opening to ensure enough time for delivery to Financial Services. It is your responsibility to confirm that Financial Services has received your bid in advance of the bid opening. Mailed bids should be mailed to the address below.

Missouri Southern State University
Financial Services, Hearnes Hall 211
3950 E Newman Rd,
Joplin, MO 64801

Please see Offeror's Information Section for details on proprietary information when submitting bids. Your proposal must be valid for a period of 180 days from the proposal due date.

All pages with a signature line or fillable information are required. Responses with unsigned/unfilled forms may be considered non-responsive.

Project Description and Scope of Services

Project Description:

Missouri Southern State University is seeking bids for an exclusive provide for Athletic apparel, shoes, and accessories. Missouri Southern State University is a NCAA Division II University. The vendor would be responsible for providing apparel for Football, Men's Baseball, Women's Softball, Men's and Women's Basketball, Men's and Women's Track and Field and Cross Country, Women's Volleyball, Women's Soccer, Men's and Women's Golf, Women's Flag Football, Cheer, Dance, and Booster Club. Missouri Southern State University spends approximately \$250,000 on athletic apparel, uniforms, and footwear annually.

University Exposure and Marketing:

1. Missouri Southern State University had over 95,000 spectators on campus for athletic contests and events this year.
2. Local media coverage creates "top of the mind awareness" and a familiarity in the surrounding communities. There are more than 700 mentions/articles, including photos of athletes and coaches in our apparel in the Joplin Globe on an annual basis.
3. Local Business's that carry Missouri Southern State University merchandise include: Walmart, Academy, Lids, Target, etc. These partnerships provide walking billboards for Missouri Southern State University.
4. Missouri Southern State University is broadcast live on ESPN Radio, WMBH 1560 AM, 101.3 FM, KXMS 88.7 FM, KHST 101.7 GM, for Football and Men's and Women's Basketball contests. There are around 65 broadcasters for the fall and winter sports seasons.
5. All sporting competitions are broadcasted and live streamed through the MIAA Network.
6. All home Football games are aired live on KGCS-TV and recorded for replay on Sunday Evenings, as part of "Southern Sports Sunday."
7. MIAA Football and Basketball game of the week broadcasts on "38 The Spot" in the Kansas City Area.
8. All home conference Basketball games are aired live on KGCS-TV and recoded for replay on KGCS-TV.
9. KGCS also provides the coverage for the streaming of home Football and Basketball games on the MIAA Network.
10. Coaches also host weekly shows on local syndicated television stations.
11. Student Athletes, in Missouri Southern State University issued gear, perform community service projects such as Special Olympics, MIAA Canned Food Drive, Charity Prom Event, Joplin Humane Society, Ronald McDonald House, Free Sports Clinics, Salvation Army Clothing Drive, Meals on Wheels, etc. Student Athletes complete approximately 5,000 hours of community service projects annually.
12. The Missouri Southern State University Lionbacker Booster Organization has more than 1,500 contributors that receive various correspondences and updates throughout the year.

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13. There are more than 70 Corporate Lionbacker Membership Members from multiple large influential companies such as: Liberty Utilities, KODE, KSN-TV, Radio Stations and Joplin Sports Authority.
14. Missouri Southern State University Athletics hosts multiple different summer camps bringing more than 3,500 attendees to campus. The camps include Football, Basketball, Soccer, Pole Vault, Volleyball, Baseball, and Children's Sports Academy Camps.
15. The Athletics Department also has national exposure through NCAA Division 1 Exhibitions and Basketball Tournaments. More than one sport has Top 5 and Top 10 National Rankings including NCAA DII Softball Finals and Outdoor Track and Field.
16. Missouri Southern State University Athletics releases an average of 500 press releases each year.
17. The Athletic Department maintains 38 social media accounts on multiple different platforms including: X, Facebook, Instagram and Flickr with substantial followers. Over 11,000 followers on X, 9,000 followers on Facebook, and over 4,000 followers on Instagram. The Missouri Southern Athletics Flickr account has significant views. In 2025, 4,858,326 views were received on photos with 10,987 favorites received. in 2024, 3,922,341 views were received on photos with 8,938 favorites received. in 2023, 4,774,332 views were received on photos with 14,113 favorites received.

Scope of Services:

- All apparel must be in the official University colors listed below.
 1. Green – Pantone 349 C
 2. Gold – Pantone 129 C
 3. Standard Colors: Black, white, grey, etc.
- Listed below are the minimum requirements for each sport. Please provide details on any other options or additions that could be added for each sport.
 1. Non-Sport Specific Athletic Apparel:
 - i. Practice T-Shirts
 - ii. Practice Shorts
 - iii. Long Sleeve T-Shirts
 - iv. Camp T-Shirts
 - v. Socks
 - vi. Polo Shirts
 - vii. Travel Sweat Sets (Tops and Bottoms)
 - viii. Travel Bags
 - ix. Hooded Sweatshirts
 2. Men's Baseball
 - i. Turf Shoes
 - ii. Spikes
 - iii. Dugout Jackets
 - iv. Bags
 - v. Pants
 - vi. Gloves

- vii. Hats
- viii. Uniforms
- ix. Belts
- 3. Women's Basketball
 - i. Shoes
 - ii. Compression Short Tight
 - iii. Sports Bras
 - iv. Tank Tops
 - v. Reversible Practice Jerseys
 - vi. Sackpack
 - vii. Backpacks
 - viii. Team Uniform (Sets)
 - ix. Shooting Shirts
 - x. Pink Shirts
 - xi. Pink Uniforms
- 4. Men's Basketball
 - i. Team Uniforms (Sets)
 - ii. Shoes
- 5. Women's Softball
 - i. Cleats with Pitching Toes
 - ii. Cleats
 - iii. Team Warm-up Sets
 - iv. Batting Gloves
 - v. Wristbands
 - vi. Hitting Jackets
 - vii. Team Uniforms
 - viii. Ear Warmers
 - ix. Visors
- 6. Men's Football
 - i. Girdles
 - ii. Sideline Towels
 - iii. Sanitary Shorts
 - iv. Gloves
 - v. Cleats
 - vi. Belts
 - vii. Wristbands
 - viii. Workout Jersey's and Pants
 - ix. Team Uniforms
 - x. Hats
 - xi. Compression Shirts
- 7. Men's and Women's Track and Field and Cross Country
 - i. Mesh Shorts (7" inseam)
 - ii. Travel Bags (Med-Large)

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- iii. Backpacks (20x13x10)
- iv. Compression Shorts (practice)
- v. Singlets (Uniform)
- vi. Running Shorts (Uniform)
- vii. Compression Shorts (Uniform)
- viii. Misc. Event Shoes/Training Shoes
- ix. Misc. Event Shoes/Spikes
- x. Warm-up Sets (Jacket and Pants)
- xi. Fitted Running Pant
- 8. Women's Soccer
 - i. Uniforms
 - ii. Socks
 - iii. Practice Sets
 - iv. Travel Gear Including Jackets
 - v. Visors
- 9. Men's and Women's Golf
 - i. Polo Shirts (2 different styles)
 - ii. Caps
 - iii. Rain Gear
 - iv. Shorts
 - v. Towels
- 10. Cheer Team
 - i. Uniforms
 - ii. Travel Gear
 - iii. Shoes
 - iv. Rain Gear
 - v. Shell Tops
 - vi. Show Pants
 - vii. Gloves
 - viii. Sport Bras
- 11. Sports Medicine, Sports Information, Strength and Conditioning
 - i. Rain Gear
 - ii. Coats
 - iii. Shoes
- 12. Women's Volleyball
 - i. Shoes
 - ii. Uniform Shorts 5" Inseam
 - iii. Uniform Blocker Jersey
 - iv. Warm Up Long Sleeve Shirts
 - v. Competition Socks
 - vi. Ankle Braces
- 13. Women's Flag Football
 - i. Uniform Jersey

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- ii. Uniform Shorts
- iii. Flag Football Belts
- iv. Cleats
- v. Gloves

Value Added Features:

The proposal may include value added features. Value-added features include any products, services, options, or upgrades that are not part of the requirements in this RFP. Describe any additional services or products that you offer and are not part of the RFP requirements that you believe would add value to your proposed involvement in this contract, along with the specified dollar amount of savings or income provided by the additional services or products.

Proposal Requirements:

Proposals must separately itemize each of the following components of total contract value: (a) annual cash sponsorship payment to the Department; (b) annual product allotment (at MSRP); (c) signing/renewal bonus; (d) minimum purchase obligation and associated rebate structure; (e) e-commerce/Sideline Store royalty rate; and (f) performance/championship incentives. Bidders unable to provide a cash sponsorship component must state so explicitly and explain why. Proposals are to include details on increases or decreases in sponsorships if sports programs are added or removed during the term of the contract.

Authorized to Do Business:

If Contractor is a corporation or limited liability company organized in the State of Missouri, Contractor represents that it is in Good Standing with the Missouri Secretary of State. If Contractor is a corporation or limited liability company organized in a state other than Missouri, Contractor represents that it is authorized to do business in the State of Missouri.

Contract Terms:

The contract shall not bind, nor purport to bind, the University for any contractual commitment in excess of the original contract period, which shall begin July 1st 2027 through June 30th 2032.

Examination of Bid Package:

Before Submitting a Proposal, it is the responsibility of each bidder to:

1. Thoroughly examine this bid package and other related data identified in this bid package.
2. Consider federal, state, and local laws, ordinances, rules and regulations that may in any manner affect cost, progress, performance, and furnishing of the work.
3. Promptly notify the University of all conflicts, errors, ambiguities, or discrepancies which Bidder has discovered in or between the information provided in this bid package and such other related documents.

Offeror's Information:

1. Proposals, pricing pages, and all other marketing materials and documents must be in one volume. Submit two (2) hard copies of the bid and one (1) flash drive/USB compatible device

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- including all attachments. Bids must be submitted on 8 ½" x 11" paper and shall not exceed one hundred (100) pages in total length.
2. If your proposal contains any information you consider to be proprietary, you must place it in a separate envelope or file if e-mailed and/or saved on a flash drive/USB compatible device and mark it "Proprietary Information". Missouri Southern State University is the final authority as to the extent of material considered proprietary or confidential. Pricing information cannot be considered proprietary.
 3. Once an award is announced, all proposals submitted in response to this RFP will be open to inspection by any interested person or organization. Therefore, an offeror shall not request that its entire proposal be treated as confidential or proprietary information. In addition, the pricing/financial proposal will not be treated as trade secret or proprietary information, or otherwise be deemed confidential.
 4. Pursuant to Section 610.021 RSMo, proposals will not be available for public review until after a contractual agreement is executed or all proposals are rejected. Missouri Southern State University will notify RFP respondents of the vendor who has been selected to perform these services. Any award protest must be received within 10 days after the date of notification of award in accordance with the statute.
 5. To facilitate evaluation, it is highly desirable that the proposal be organized to respond to each section of the RFP, utilizing the same numbering arrangement for each item. In addition, the pages in the proposal should be numbered.

Evaluation Process:

1. Proposals will be competitively evaluated based on the responses to all requirements in this RFP. The evaluation of a Contractor's ability to provide the required services will be based on Contractor's written proposal, and if selected as a finalist, presentation, interviews, visits to Contractor's client reference accounts, and best and final offers. The following is the criteria that will be used as part of the evaluation:

Scoring Criteria		Points
Service	Warehouse location and stock of warehouse items	25
Pricing and Discounts	Product discounts, promotional allotments, and rebates	25
Quality	Product Lines/Items Available, Product Guarantees or Promotions, Durability, Custom Designs	25
Sponsorships and Value Added Items	Cash Sponsorships, branding packages, and performance incentives including: Coaches Performance Bonuses – Example: Conference Coach of the year, Regional Coach of the year, National Coach of the year, Merchandise, Coaches Packets and Event Staff Items, Camp Sponsorship, Team/Individual Championship Awards.	25
		100

2. When evaluating a proposal, the University reserves the right to consider relevant information and fact, whether gained from a proposal, a Supplier, a Supplier's references, or from any other source. Any information submitted with the proposal, regardless of the format or placement of such information, may be considered in making decisions related to the responsiveness and merit of a proposal and the award of an Agreement.

Finalist Presentation and Candidate Interviews:

If selected, the project contact will notify each Finalist of their assigned date and timeslot via email. Presentations will be held on Missouri Southern State University's campus. Presentation format will be supplied to the Finalists before the interviews.

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Proposal:

1. The undersigned, having examined and being familiar with all the requirements of this RFP for Athletic Apparel, hereby proposes to furnish the requested items or services required for the performance and completion, in a workmanlike manner, of all work for Missouri Southern State University all in accordance with the aforementioned documents for:

Base Proposal: N/A See attachment B Pricing Page Dollars (\$ N/A).

2. In submitting the proposal, it is understood that the right is reserved by the owner to reject any and all proposals, and it is agreed that the proposals may not be withdrawn for a period of one-hundred eighty (180) days after the specified time for receiving the proposals.

3. The undersigned agrees to accept an award for the contract for work above and shall begin the work within ten (10) calendar days after Notice to Proceed is received as defined in the contract documents.

4. This proposal shall remain valid for a period of one-hundred eighty (180) days.

5. **Unsigned proposals will be considered non-responsive.**

Dated this _____ day of _____, 2026

Company Name _____

Signature _____

Responders acknowledged receipt of the following addenda:

Addendum No. ____, Dated _____

Addendum No. ____, Dated _____

Addendum No. ____, Dated _____

Addendum No. ____, Dated _____