

Department of Contracts
Notre Dame Ravelin
Floriana

To Ministries, Heads of Departments
and Parastatal Bodies

05 November 2010

SUPPLY OF WINTER UNIFORMS, SPARE TROUSERS / SKIRTS AND TIES 2010 /2011

- 1 Heads of Department and Accounting Officers are requested to note that the contract for the supply and delivery of Winter Uniforms to entitled personnel in Ministries and Government Departments has been awarded to the following contractor at the rates shown hereunder. Prices are inclusive of all charges and taxes including 18% VAT.

Astor Co Ltd
St Julian's Road
BIRKIRKARA
Tel: 2144 7309
Fax: 2149 8291
Email: astor@maltanet.net
VAT: 1329-3526

Item	Details	Unit Price - €
Item 1	Full Uniform Male Messengers I and II	125
Item 2	Full Uniform Male Messengers III	129
Item 3	Full Uniform Female Messengers I and II	135
Item 4	Full Uniform Female Messengers III	137
Item 5	Male Security Guards type	135
Item 6	Spare trousers	25
Item 7	Spare Skirts	25
Item 8	Ties	9

2. Payments can be made direct to contractor.

3. This contract shall run up to the 31 March 2011.
4. The attention of Heads of Department and Parastatal Bodies is drawn to OPM Circular No. 100/87 and MPO Circular No 38/96 and 69/96 informing them of entitlements and frequency of issue regarding items of wear to entitled messengerial grades.
5. Heads of Department are to note that measurements of the uniforms are to be taken at the place indicated by them at contractor's expense. Gozo employees are required to call at contractor's premises.
6. Heads of Department are to ensure that the contractor shall sew a label on the inside of the jacket/trousers and skirts bearing the letters "GM", the contractor's name and the year of manufacture.
7. Heads of Department shall be responsible for the collection of the finished uniforms/trousers/skirts from the contractor as well as their distribution to entitled personnel in their Department.
8. Heads of Department are to note that samples of the uniforms purchased should at their discretion be submitted for testing at the Malta National Laboratory, San Ġwann in order to ensure compliance with Laboratory result No 361/10R dated 04 October 2010.
9. The conditions regulating this contract are attached and Heads of Department are requested to ensure that these conditions are strictly adhered to. A sample winter uniform is available at the Procurement Section of this Department and may be inspected for colour, material and cut.
10. This contract is also governed by the usual "General Conditions for the Supply of Goods and Materials under a Running Period Contract."

F Attard
Director General (Contracts)

VOLUME 3 TECHNICAL SPECIFICATIONS

Material

- 1 The colour of the material to be used in the manufacture of the uniforms shall be as that indicated against each item on the schedule. The material shall have a mixture of wool and polyester with a minimum of 40% and a maximum of 50% wool. The weight of the material per square meter is to be between 240/275 gms whilst the filling is to be 0.5% maximum.

The threads per cm and maximum percentage of shrinkage allowed should be as follows:

	<u>Threads / cm</u>	<u>Shrinkage % (Water Relaxation)</u>
Warp	25 minimum	0.5 maximum
Weft	25 minimum	0.5 maximum

- 2 Fabrics to show the two shades of the dark blue colour required are available at the Procurement Section of the Contracts Department.
- 3 The materials used by the contractor shall be thoroughly shrunk, and Heads of Department may test any number of garments in each delivery in order to ascertain this fact.

Markings

- 4 The contractor shall sew a label, on the inside of the jackets trousers, and skirts bearing his name, the year the uniform is tailored and the letters 'G.M.'

Measuring/Out-Fitting

- 5 The measuring of the persons for whom uniforms are ordered shall be taken at the place indicated by the various Heads of Department at the contractor's expenses. Gozo employees will be required to call at the contractor's premises.

6 **Samples**

Within two days of being notified, tenderers must submit samples of a minimum length of 300mm (12") at full width of the material and shade they propose to use for the uniforms, trousers/skirts as well for the linings and inter linings. Moreover a jacket, a pair of trousers and a skirt in accordance with the specifications in the schedule of quantities may be requested in order to show tailoring workmanship.