

*Leland School District  
408 East Fourth Street  
Leland, Ms 38756*

*Office Phone: (662) 686-5000*

*Fax: (662) 686-5029*

**SPECIFICATIONS FOR CAP AND GOWN RENTAL BID  
2021-2022 SCHOOL YEAR**

**FABRIC: Chromspun Sand Crepe**

**Construction:**

Twin panel front opening, robe panels to be approximately 2 7/8" inches wide. Robes to be closed with a concealed heavy-duty aluminum zipper. Two full length pleats beside triple ply, front panels to extend from base to hem line.

Yokes of all gowns to be constructed with non-wrinkling crinolin or pelon material.

Caps to match gown in point of quality.

Color of caps and gowns to be maroon.

Tassel color to be white.

White collars to be furnished with each ladies' gowns, must be snap on type (no pins).

All caps and gowns to be thoroughly cleaned and carefully pressed. They should be sized according to individual measurements and shipped with individuals name plainly marked on the outside of the package.

The vendor will be required to guarantee that the caps and gowns will arrive at the school in ample time for distribution prior to graduation.

Transportation charges to and from the school to be paid by the vendor.

Late orders must be provided on 24 hours notice.

The specification and condition of this bid are intended to promote competition to the maximum extent practicable.

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In submitting these prices for **Caps and Gowns Rental** for the **2021-2022** school years, it is understood by the bidder that all prices quoted therein are firm prices until June 30, 2022. Samples will be provided upon request. Bid prices have been reviewed and are correct as written. All prices quoted are to be FOB Leland School District, Leland, Mississippi 38756.

New vendors are required to furnish references upon request. **All bids must be in sealed envelopes clearly marked “Cap and Gown Bid” on the outside of the envelope. All bids have to be turned in by Monday, July 26, 2021 @ 3:00pm.**

The Board of Trustees reserves the right to reject any and all bids and to waive any and all formalities. Upon receipt of the bid the Board of Trustees may take bids under advisement for detailed evaluation. Please return this page with bid package.

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Amount of cap and gown per student

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Company

By: \_\_\_\_\_  
Signature of Representative

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Name of Representative (Please Print)

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Date

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Phone

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Fax