



2025 CANADA SUMMER GAMES

Request for Proposal – Team Manitoba Walkout Kit

Organization Overview

[Sport Manitoba](#) is a not-for-profit organization and is the lead planning, programming and funding agency for the development of amateur sport in Manitoba. Located at 145 Pacific Avenue in Winnipeg, Sport Manitoba works with over 100 organizations to deliver sport in the province, and is responsible for programs including Team Manitoba, the Manitoba Games powered by Manitoba Hydro, Sport Manitoba Coaching, Manitoba Sports Hall of Fame, Fit Kids Healthy Kids, and KidSport Manitoba. Services provided include the Sport Manitoba Clinic, Sport Manitoba Performance, Sport Manitoba Fitness Centre, and the Paul Robson Resource Centre for Leadership and Coaching.

Preamble

The [Canada Games](#) are this country's largest multi-sport event for young athletes, many of whom go on to receive additional National or International sport accolades. The next Canada Games will take place August 8–24, 2025 in St. Johns, Newfoundland. Over 5,000 athletes and coaches will gather from across the provinces and territories to participate in various sporting events.

Objective

As the organization responsible for managing logistics and preparations for [Team Manitoba](#) at the Canada Games, Sport Manitoba is in search of a clothing supplier(s) to engage in the design and supply of Team Manitoba's walkout kit. A walkout kit is made up of apparel pieces worn during non-competition, including the opening and closing ceremonies, on the podium, and throughout the Games.

Sport Manitoba seeks collaboration with these suppliers to outfit Team Manitoba's 500 athletes, coaches and mission staff with stylish and practical walkout kits, aligning with their brand and vision for the team.

Project Scope and Details

Based on feedback from an athlete advisory committee, Team Manitoba's walkout kit for the 2025 Canada Summer Games will be made up of approximately five main pieces of apparel, a personal bag, a hat, and various accessories.

Walkout Kit Requirements

For this project, all items will be a quantity of 500, and all items will be unisex sizes.

ITEM	SPECIFICATIONS
Jacket	Waterproof, windproof, with a hood
Hoodie	Pullover hoodie
T-shirt	Athletic, moisture-wicking material
Long Sleeve	Light and breathable Open to options other than a simple long sleeve (¼ zip, baseball tee)
Pants	Athletic jogger
Bag	Multiple compartments such as: Water bottle holder(s) and separate pocket for shoes or wet gear.
Hat	Open to options (bucket hat, sou'wester hat, ball cap)
Miscellaneous and Other Accessories	Show us your creativity - Include other items that would complete the walkout kit, such as accessories and small trading items.

Note: Standard size manufacturer mark is allowed on each item.

Sample Items

The selected clothing supplier(s) must provide Sport Manitoba with a minimum of one sample size of each item that has been selected for the walkout kit by October 2024. Ideally, multiple sizes of each item would be provided.

Team Manitoba Branding

Colours

- Primary Colours: Yellow (Pantone 130C), Black and White
- Secondary: Grey

Logos

All logos and brand standards can be found on this [Google Drive](#).

- Primary Logos: Team Manitoba logo
- Secondary Logo: Sport Manitoba logo
- Tertiary Logo: 2025 St. John's Canada Games logo and Canada Games logo

Wordmarks

- Team TOBA
- Herd of Us
- Manitoba



Proposal Requirements

Section 1: Business Information

1. **Business description:** Provide a comprehensive overview of the company, project personnel, experience of the company and personnel, key competencies, and more.
2. Provide details of three successful projects with rationale on how they compare to this opportunity.

Section 2: Proposal

Please provide the following information for all items outlined in the [Walkout Kit Requirements](#). Multiple options per item may be provided.

1. **Vision board:** Product image(s) showcasing your creative sample design including logos, colours and customizations.
2. **Description of the item:** Brand/make, type of material, type of logo application, customization options, etc.
3. **Price per item:** Provide a breakdown of price per item based on a quantity of 500 for each piece. Please include the price with before and after applicable taxes.

Evaluation and Notification

The evaluation of each proposal will be based on the content of the submission. Applicants are encouraged to present their information clearly and thoroughly, ensuring to submit all [Proposal Requirements](#).

All companies submitting a proposal will be notified of the status of their proposal by June 30, 2024.

Clarification

1. Sport Manitoba reserves the right to privately open and reject any or all proposals received, without obligation to accept any proposal.
2. Proposals will be treated confidentially. Proposals will be kept confidential and open for negotiation unless otherwise stated.
3. Sport Manitoba may, at its discretion, request additional information from proponents after the closing date, without offering the same opportunity to all.
4. Valid proposals will be reviewed to determine the best fit for Sport Manitoba, with consideration of additional information and comments.
5. Sport Manitoba may withdraw this RFP at any time without liability for costs incurred by proponents.



Project Timeline

DATE	TASK
April 15, 2024	RFP Distribution
May 31, 2024	Proposal submission deadline
June 30, 2024	Clothing supplier(s) selected and all are notified
June–October 2024	Collaboration period for design
October 2024	Supplier(s) provide Sport Manitoba with sample items
December 1, 2024	Sport Manitoba submits final order
May 31, 2025	All items are received by Sport Manitoba

Submission

Proposals should be submitted in PDF format to Gabrielle Desrochers at gabrielle.desrochers@sportmanitoba.ca by 5:00 PM May 31, 2024.

Contact Information

Should you have any questions about this RFP, please contact:

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