



Request for Proposal (RFP)

Performance Apparel Supplier for Rowing Canada Aviron

Issued by:

Rowing Canada Aviron
321-4371 Interurban Road
Victoria, BC
www.rowingcanada.org

Date of Issue: October 15th, 2025

1. Introduction

Rowing Canada Aviron (RCA) invites proposals from qualified and experienced suppliers for the provision of performance apparel that embodies the organization's heritage in the sport of rowing. The successful supplier will be responsible for the design, manufacture, and delivery of premium-quality performance clothing tailored to the rigorous requirements of elite athletes, coaches, and support personnel representing Canada at national and international competitions.

RCA is seeking proposals from suppliers that demonstrate a strong commitment to sustainability, longevity, and environmentally responsible practices. Suppliers are encouraged to highlight initiatives, certifications, or policies that align with these values

Proposals should include apparel options suitable for athletes, staff board members, and umpires working within all areas of RCA's diverse environment.

2. Objective

To identify and engage a performance apparel supplier that can deliver innovative, technically advanced, durable, and aesthetically appropriate apparel for males and females representing Canada, including Classic and Beach disciplines.

RCA intends to establish a multi-year, non-exclusive agreement. While the preferred term is four (4) years with an option to renew midway through the fourth year, alternative contract structures will be considered.

3. Scope of Work

The supplier will be expected to provide apparel for the following:

3.1 Programs

- National Team Programs (Senior and NextGen)
 - Classic
 - Beach
- Staff and Board
- Umpires

3.2 Apparel Requirements

- Custom race suits (unisex and gender-specific options)
- Field of play uniforms for Games-based teams (Olympic, Paralympic, Pan American Games, other)
- Training gear (tops, shorts, tights, jackets, etc.)
- Outerwear (waterproof jackets, vests, poncho's etc.)
- Base layers and compression garments
- Travel and podium wear
- Accessories (caps, socks, gloves, etc.)

3.3 Design and Branding

- Incorporate RCA's branding and colors
- Include sponsor logos (where applicable)
- Collaborate with RCA on design iterations

3.4 Product Features

- Moisture-wicking and quick-dry fabrics
- Stretch and ergonomic fit for rowing movement
- UV protection and anti-microbial properties
- Durability in varied environmental conditions (e.g., water, sun, sweat)

3.5 Services Required

- Sample provision for testing and feedback
- Bulk purchasing with restocking options
- Delivery logistics (domestic and international)

4. Proposal Requirements

Each proposal must include the following sections:

4.1 Company Profile

- Company history and experience in performance sportswear
- Current or past clients (especially in rowing or similar water sports)
- Manufacturing and supply capabilities

4.2 Technical Proposal

- Overview of product technology and materials
- Sample designs and material specifications
- Manufacturing locations and supply chain overview

4.3 Commercial Proposal

- Pricing model (unit cost, bulk order discounts, etc.)
- Sponsorship or value-in-kind opportunities (if applicable)
- Payment terms and warranty information

4.4 Delivery and Support

- Lead times for production and delivery
- Return and exchange policies
- Support during international competitions

5. Evaluation Criteria

Proposals will be evaluated based on the following criteria:

Criteria	Weight
Product range and quality	30%
Sustainability practices	20%
Delivery capacity and flexibility	20%
Design capability and branding	15%
Cost and value for money	15%

6. Timeline

Activity	Date
RFP Issuance	October 15 th , 2025
Deadline for follow-up	October 31 st , 2025
Proposal Submission Deadline	November 15 th , 2025
Evaluation Period	November / December 2025
Supplier Notification	Early January 2026
Contract Finalization	January 2026
Delivery of Initial Kit	March 15, 2026

7. Submission Instructions

Interested suppliers are encouraged to contact Chuck McDiarmid (contact information provided below) to discuss the product range, anticipated annual quantities, delivery timelines, and branding requirements.

All proposals must be submitted electronically in PDF format no later than November 15, 2025, to the following;

Contact Name: Chuck McDiarmid

Email: cmcdiarmid@rowingcanada.org

Subject Line: RFP – Performance Clothing Supplier – [Your Company Name]

All proposals must be received by 17:00 Pacific Standard Time on the due date. Late submissions will not be considered.

8. Terms and Conditions

- RCA reserves the right to accept or reject any or all proposals.
- All costs incurred in the preparation of the proposal are the sole responsibility of the applicant.
- All information submitted will be treated as confidential and used only for evaluation purposes.
- The winning bidder will be required to sign a formal agreement outlining all obligations and deliverables.

9. Questions & Clarifications

All questions or requests for clarification must be submitted via email to Chuck McDiarmid cmcdiarmid@rowingcanada.org, by October 31st, 2025. With the exception of unique or extraordinary inquiries, answers will be shared with all interested suppliers to ensure fairness.

Appendices (Optional)

- Appendix A: Sample Kit List and Order Volumes
- Appendix B: Athlete Measurements Guide
- Appendix C: Branding Guidelines
- Appendix D: Previous Supplier Feedback Summary (if applicable)