INVITATION TO BIDDERS

The City of Gatlinburg is soliciting sealed bids to complete the **Community Center HVAC Replacement** for the City of Gatlinburg Department of Recreation. The Community Center is located at 157 Mills Park Road in Gatlinburg.

Bids will be sent to 912 East Parkway, prior to November 19th, 2026, or P.O. Box 5, Gatlinburg, Tennessee, 37738 or the day of can be walked in at City Hall, 1230 Parkway East, until 2:30 p.m. November 19th, 2026, at which time they will be publicly opened and read aloud. The Bidder's name, address, bid opening time and the quotation **Community Center HVAC Replacement** must be printed on the sealed envelope containing the bid.

Questions regarding specifications may be directed to Austin Funderburg Community Center Manager, 865-436-4990, or via email to MelissaW@gatlinburgtn.gov, No bid may be withdrawn for thirty (30) days.

For questions concerning the Bid Documents, Bidders may contact City of Gatlinburg, Delea Patterson, AP/Purchasing, 1230 Parkway East, P.O. Box 5, Gatlinburg, Tennessee 37738 at 865-436-1409 or deleap@gatlinburgtn.gov.

Bid specifications will also be available on the City of Gatlinburg website at www.gatlinburgtn.gov under "Bid Opportunities". This bid tab is located on the center of the main page.

The City of Gatlinburg reserves the right to waive any informalities in or to accept or reject any and/or all bids and to accept the bid deemed most favorable to the interest of the City.

GENERAL PROVISIONS

Prices quoted shall not include Federal or State taxes, if any are applicable. The successful bidder shall furnish tax exemption forms, if required, with their invoices.

The prices quoted are that for which the materials or services will be delivered F.O.B. Gatlinburg, Tennessee.

Any additions, deletions, or variations from the following specifications must be noted.

Inspection of the materials or equipment will be made by an agent of the City of Gatlinburg, and if found defective or fails in any way to meet the terms of this agreement, it will be rejected. Rejected materials or equipment will be replaced at the expense of the bidder.

All technical specifications must accompany bid.

The City of Gatlinburg reserves the right to purchase additional units or services under the same terms and conditions for a period of one (1) year if agreeable with vendor.

The City of Gatlinburg reserves the right to extend this agreement for one (1) additional year after the completion of the first-year agreement if agreeable with vendor.

The City of Gatlinburg reserves the right to defer payment for thirty (30) days after delivery. The City of Gatlinburg also reserves the right to reject any and/or all bids.

The bidder agrees to indemnify the City of Gatlinburg from any and all liability, loss or damage the City may suffer as a result of claims, demands, costs, or judgments against it arising from any and all work under this agreement.

The bidder agrees to notify the City, in writing, within thirty (30) days, by registered mail, at the City's address as stated in this agreement, of any claim against the bidder on the obligations indemnified against.

It is the policy of the City of Gatlinburg not to discriminate on the basis of race, color, national origin, age, sex, or disability in its hiring and employment practices, or in admission to, access to, or operation of its programs, services and activities. With regard to all aspects of this contract, contractor certifies and warrants it will comply with this policy.

Delea Patterson, AP/Purchasing
City of Gatlinburg
1230 Parkway, East, Suite 2
P.O. Box 5
Gatlinburg, Tennessee 37738

RE: **Community Center HVAC Replacement**

We have reviewed your Invitation and Specifications and offer the following:

$_____

Our bid prices, listed above, contain no deviation from the advertised items, except as listed below:

_____
_____
_____

Signed/_____

_____	_____
Name (Print)	Date
_____	_____
Company	Telephone Number
_____	_____
Address	Fax Number
_____ _____	_____
City State Zip	Email

EACH BIDDER SHALL SUBMIT THIS STATEMENT OF COMPLIANCE WITH THEIR BID.

For Title VI and IX compliance, we ask for voluntary disclosure of the following information:

Gender: Male ___

Female ___

Race: Caucasian ___

African American ___

Other (please specify)_____

BIDDERS