



**REQUEST FOR PROPOSAL (RFP)
GREENEVILLE TOWN HALL EMERGENCY GENERATOR**

Introduction:

The Town of Greeneville is requesting proposals from qualified contractors to furnish and install an emergency generator at Greeneville Town Hall located at 200 N. College St. Greeneville, TN 37745.

Scope of Services/Tasks:

Interested proposers shall submit a proposal that includes furnishing all materials, labor, tools and equipment to complete and leave ready for operation all systems as called for in the engineer drawings and specifications report.

Qualifications:

Proposers shall have the necessary experience and personnel to complete the generator construction improvement process on a public building. Proposer must also possess appropriate business licenses, permits, contractor's licenses, and any other certifications required to complete a construction project in Greeneville.

Instructions to Consultants:

Preparation of Proposals

All proposals must be signed by an authorized official. All reimbursable expenses including office supplies and travel expenses shall be included within the **overall not-to-exceed cost**.

Clarifications & RFI's

The Town of Greeneville reserves the right to reject any and/or all bids, to waive technicalities or informalities, and to accept any bid deemed to be in the best interest of the Town. Questions and requests for information must be submitted to Logan Ricker at lricker@greenevilletn.gov.

Proposal Due Date & Submittal Procedure

Sealed proposals will be received until **10:00am local time on Friday, March 22, 2024**. Proposals shall be delivered to Town Hall which is located at:

**Town of Greeneville
200 N. College St.
Greeneville, TN 37745**

Proposals received after the time specified above will be returned unopened. Please submit proposals in a sealed envelope plainly marked as follows:

Generator RFP
Contractor's full legal name

Insurance:

The contractor shall provide proof of insurance from a firm licensed to issue insurance in the State of Tennessee in minimum limits as set forth below:

- 1) Workers' compensation in accordance with state law
- 2) Commercial General Liability - \$1,000,000

Non-discrimination in employment:

Bid proposer assures that no person shall on the grounds of race, color, national origin, or sex, as provided by Title VI of the Civil Rights Act of 1964 and as amended, and the Civil Rights Restoration Act of 1987 (P.I. 100.259) be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity receiving Federal financial assistance from the Tennessee Department of Transportation (TDOT).

Payment:

Contractor will be paid upon the completion of the project. Payment will be made after final approval given by the Project Manager or his designee.

Please place proposal total below and sign. By signing below, the bidder agrees to abide by bidder instructions and fully understands the specifications for which they are bidding. Additional information may be attached if necessary.

Proposer/Authorized Representative Signature

Date

Company or Firm

Proposal Amount \$