



REQUEST FOR QUOTATION (RFQ)

Department: Facilities
Requisition No.: 197047934

Deliver Completed Bid to:

Tennessee Tech University
Purchasing and Contracts Office
POB 5144; 1 William L Jones Dr.
Derryberry Hall, Suite 301
Cookeville, TN 38505-0001
Fax: 931-372-3727

Date: January 31, 2025
RFQ Coordinator: Tina Girdley
Phone: 931-372-6350
Email: tgirdley@tntech.edu

Bids must be received in the Purchasing and Contracts Office by **3:00 p.m. Central Time on February 26, 2025.**

Bid is subject to the [RFQ – Standard Terms and Conditions](#). By submittal of a bid, bidder certifies its agreement to these terms and conditions, which cannot be waived.

Special Bid Instructions:

1. Indicate any cash/time discounts offered: _____
2. To view a bid tabulation after intent to award, please visit this link: <https://www.tntech.edu/purchasing/bidawards.php> Results are listed according to fiscal year then by date of bid opening.
3. Bid may be electronically signed and electronically submitted to RFQ Coordinator above.

THIS IS NOT AN ORDER

REQUEST FOR QUOTATION

Tennessee Technological University requests bids for reconditioning services for football helmets, for a contract period of five (5) years from the date of final signature.

Prices submitted by the Contractor are to remain firm for one (1) year. The Contractor may request a price increase, annually, to the extent such increase has been experienced by Contractor and can be substantiated in writing. Tennessee Tech may accept the requested price increase or choose to rebid, at its sole discretion.

Bid Requirements

- The Contractor must provide proof of NOCSAE certification.
- The Contractor should be able to provide a letter of good standing with NOCSAE.
- Appropriate warning, certification, and size labels should be applied to all reconditioned helmets.
- The Contractor must be able to recondition helmets without facemasks.
- The Contractor’s representative must be present at the pickup of reconditioning items.
- The Contractor must be able to deliver reconditioned products between July 1, 2025, and July 10, 2025.

Please initial here to signify compliance with the above requirements_____



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Please bid the following: Mark with an “X” to the left of specifications if your product meets such specifications. If it does not meet the specifications, leave the line blank. If it exceeds what is specified write “exceeds” in the blank and indicate the capabilities to the right of the specifications.

Reconditioning services include cleaning, sanitizing, repainting, and replacement of all worn parts, including face masks, screws and t-nuts. Equipment to be tested and warning/size labels replaced. Reconditioned helmets to demonstrate performance by the NOCSAE Standard. A recertification label indicating the year of recertification is to be placed on the helmet.

_____ Must be able to color match current Matte White helmets.

_____ Must be able to recondition all major brands of helmets.

\$ _____ each helmet

NCAA Policy. Contractor agrees to comply with relevant National Collegiate Athletic Association (“NCAA”) legislation, interpretations and policies, located on the NCAA website at <http://www.ncaa.org/> and as amended from time to time, on the use of a student-athlete’s name or likeness. This duty to comply includes, but is not limited to, the requirements found in the relevant NCAA Division Manual, such as NCAA Rule 12.5.2 “Use of Student Athlete Name or Likeness.” Contractor further agrees that it will immediately report any actual or suspected violations of the NCAA legislation, interpretations, and/or policies to the Institution in the manner prescribed by this contract for communicating with the Institution. Contractor also acknowledges that this provision is a material of this contract.

RFQ Communications

Interested parties must direct all communication regarding this RFQ to the RFQ Coordinator, Tina Girdley, who is Tennessee Tech’s only official point of contact for this RFQ. Unauthorized contact regarding this RFQ with employees or officials of Tennessee Tech other than the RFQ Coordinator named above may result in disqualification from this procurement process.

Termination for Convenience

Tennessee Tech may terminate this Contract without cause for any reason by providing the Contractor at least thirty (30) days written notice before the effective termination date. The Contractor shall be entitled to receive compensation for satisfactory, authorized services completed as of the termination date, but in no event shall Tennessee Tech be liable to the Contractor for compensation for any service which has not been rendered.

Illegal Immigrants



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Successful Bidder attests that the Bidder will not knowingly utilize the services of illegal immigrants in the performance of the Contract, and will not knowingly utilize the services of any subcontractor who will utilize the services of illegal immigrants in the performance of the Contract.

Debarment

The Bidder certifies, by signature below and submission of this bid, that neither Bidder nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by any State or Federal department or agency.

Tennessee Tech reserves the right to initiate negotiations with the next ranked Bidder should Tennessee Tech cease doing business with the Bidder selected via this RFQ process.

BIDDER IS TO COMPLETE INFORMATION AND SIGN BID BELOW

Bidding Entity's Name

Name of Contact Person (Printed)

Title

Address

City, State, Zip

Phone / Fax / Email

Authorized Signature of Bidder

Date

Tennessee Tech University is an EEO/AA/Title IX/Section 504/ADA employer.