



REQUEST FOR QUOTATION (RFQ)

Department: iCube
Requisition No. 196043753 - Out-of-Home Advertising

Deliver Completed Bid to:

Tennessee Tech University
Purchasing and Contracts Office
Derryberry Hall, Suite 301
Box 5144, 1 William L. Jones Dr.
Cookeville, TN 38505-0001
www.tntech.edu/purchasing/
Ph: (931) 372-3566 / Fax: (931) 372-3727

Date: 02/17/2025

RFQ Coordinator: Peni Austin
Phone: 931-372-3566
Email: paustin@tntech.edu

Bids must be received in the Purchasing and Contracts Office by 3:00 p.m. Central Time on 03/14/2025.

Bid is subject to the attached RFQ – Standard Terms and Conditions. By submittal of a bid, bidder certifies its agreement to these terms and conditions.

Special Bid Instructions:

1. Indicate any cash/time discounts offered: _____
2. Bidders not already registered as a vendor with Tennessee Tech must complete the online supplier registration: <https://www.tbr.edu/purchasing/how-do-business-tbr>
3. 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.
4. Bid may be electronically signed and may be electronically submitted to RFQ Coordinator listed above.

OUT-OF-HOME ADVERTISING

Please bid to provide to Tennessee Tech University any or all of the items listed on the attached Cost Sheet. For the project being considered, Tennessee Tech intends to advertise in approximately seventy (70) locations statewide (Tennessee). This number is an estimate and will be used for evaluation purposes only; it is not a guarantee nor a limit of locations to be purchased.

Please include in your unit bid price(s) all set-up, shipping, handling, or other fees required to make delivery and provide the advertising.

Tennessee Tech reserves the right, at its sole discretion, to award based on low bid by item, low bid by category, or low bid overall.

		Price per Location (4-week period)	Production cost per Location
Convenience Stores/Gas Stations	Pump Toppers - 12"x20"		
	Gas Nozzles - 5.5"x4"		
	Ice Box Wraps - sizes vary		
	Beverage Cooler/Window Clings - 8"x8"		
	Outdoor Posters - 46"x30"		
	Floor Graphics - sizes vary		
	Cooler Handles - 14"x4"		
	Squawkers - 4.5"x6.5"		
	Standees - sizes vary		
Bars/Restaurants/Liquor Stores	Coasters - 3.5"x4"		
	Napkins - 5"x5"		
	Posters - 17"x22"		
	Mirror Clings - 8" x 8"		
	Table Tents - 4"x6"		
	Floor Graphics - sizes vary		
	Standees - sizes vary		
Point of Care (Doctor's Offices & Healthcare Organizations)	Posters - 17"x22"		
	Brochure Take Away - 8.5"x11" tri-fold		

Please note: sizes listed above are for evaluation purposes only. Actual sizes may differ slightly.