

2025 Poteet Strawberry Festival Equipment Rental Invitation To Bid



**INVITATION TO BID
NOTICE OF REQUEST FOR BIDS/QUOTES**

Poteet Strawberry Festival Association, Inc. (PSFA, Inc.)
9199 N. State Hwy 16
Poteet, Texas 78065

November 14, 2024

Request for Bids/Quotes for 2025 Poteet Strawberry Festival Equipment Rentals

To All Interested Businesses:

PSFA, Inc. is now accepting bids/quotes for 2025 Poteet Strawberry Festival Equipment Rentals. **Bids must be received by no later than November 30th, 2024, at 5:00 PM.** Bids received after this date and/or time will not be accepted or considered.

The purpose of this NOTICE is to accept bids/quotes for festival equipment rentals for the April (Setup 8-10th) Festival 10-13, (Removal/Pickup 14, 15) 2025, Poteet Strawberry Festival (Event). The Festival may rent more or less than any quantity noted below. Key equipment rentals requested for bids include:

1. Portable Restrooms

- a. Event Deluxe Restrooms—78
- b. ADA Restroom – 24
- c. Event Deluxe Restrooms- Parade Route- 20
- d. 4-sided hand sanitizer station – 5 (with refill on Friday Night, Saturday and Sunday)
- e. Delivery and Pick up Fees
- f. Additional Pump Out Fee
- g. Any other fees or surcharges associated with this rental.

2. Portable Toilet and washing station trailer

- a. 6 Stall
- b. 4 Stall
- c. Deliver and Pick up Fees and other fees or surcharges for this rental.

3. Light towers

- a. 55 LED / Diesel (Quote cost for both, if available)
- b. Delivery and Pick up fees
- c. Any other fees or surcharges associated with this rental.

4. Fencing (quote price per item as well)

- a. Temporary fencing- Panels – 6x12ft – 408 ft (approximately may be more less this year)
- b. Panel Stands – 34
- c. Support Posts -Fence Post – 34
- d. 6x24 Double Gates (include hinges to swing) –2
- e. Gate Wheels -4
- f. Delivery and Pick up, Installation and Removal Costs and any other fees

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5. Tables and Chairs

- a. 8ft tables- 55 (quote cost per table as well)
- b. Folding chair (aluminum frame) 250 vs 300 (must be able to be used on grass or soil open field base)
- c. Delivery and Pickup Table Set Up and Removal Costs or other fees

6. Tents (quote cost per item)

- a. 60x 120 Pole tent (7' legs)
- b. 7x65 sidewall
- c. 20x20 frame/cable high-peak tent (8'-10' legs)
- d. 8' leg vs 10'leg
- e. 10x40 with and without sidewall
- f. 10x30 frame tent (7'legs)
- g. 10x20 frame/cable tents with and without walls
- h. 10x10 frame tent with and without walls
- i. 20x40 frame tent
- j. 8x20 sidewalls

7. Scissor Lift and Fork Lift (quote cost per lift per day)

If you are interested in submitting a bid, it should be emailed to:

President@poteetstrawberryfestival.com and VP@poteetstrawberryfestival.com with subject as follows: Bid Submission Attn: 2025 Poteet Strawberry Festival Equipment Invitation To Bid

All bids/quotes received by the deadline shall be reviewed. All bids must include ALL cost associated with the rental of equipment. You may bid for only the equipment your company provides or all of the equipment. The equipment will be delivered and set up on April 8-10, please quote cost to include drop off through pick up on April 14-15th.

PSFA, Inc. has the right to reject any and all bids at their sole discretion. Should you have any questions or concerns about any of the items on the list above, please contact the President Chris Lopez and VP Molly Solis at the emails listed above for clarification prior to bidding. You are reminded that your bid should be inclusive of all taxes, fees, permits and all other costs. PSFA, Inc. is a sales tax-exempt non-profit corporation.

The PSFA, Inc. will use the best value method to select the winning bidder(s). Cost of rental will be a key factor but not the sole consideration for selection of the winning bidder(s). The PSFA, Inc., may select multiple bidders or just one bidder to provide all the equipment. Upon selection of the winning bidder(s), PSFA, Inc. will send a bid award notice to the selected bidder(s). The bid award notice will advise the selected bidder of the date, time and location of the pre-rental conference that must take place in person on the festival event property. If after the pre-rental conference an agreement is not reached with the selected bidder, the next best value bidder will be contacted.

Thank you for your consideration of this invitation to bid.

Sincerely,

PSFA, Inc. Board of Directors