

***Bid Package  
For  
Concession Stand Food Products***

***City of Pigeon Forge***



***Bid Opening: Tuesday, February 2, 2021  
2:00 pm***

***City of Pigeon Forge  
Department of Parks & Recreation  
170 Community Center Drive  
Pigeon Forge, Tennessee 37863  
(865) 429-7373***



## NOTICE OF BID

The City of Pigeon Forge is accepting sealed bids on concession stand food products. **All prices stated in the bid must be effective for two years beginning March 1, 2021, and extending through November 30, 2022.**

Listings and specifications may be obtained from the Pigeon Forge Community Center at 170 Community Center Drive, Pigeon Forge Tennessee 37863. If you need directions, call 865-429-7373. All questions should be referred to Mr. Lanny Goodwin, Parks & Recreation Director, at 865-429-7373.

Bids will be received until 2:00 pm on Tuesday, February 2, 2021, at which time they will be publicly opened in the conference room of the Pigeon Forge Community Center. Bids must be submitted in a sealed envelope with bidder's name and address, bid opening time and date, and the quotation "Two Year Bid on Concession Stand Food Products" stated plainly on the outside of the envelope.

Bids should be mailed to:

Department of Parks and Recreation  
170 Community Center Drive  
Pigeon Forge TN 37863

The City of Pigeon Forge reserves the right to waive formalities, to accept or reject any bid and/or any part thereof, and to accept the bid deemed in the best interest of the City of Pigeon Forge.

**BIDDER'S CERTIFICATION SHEET**

Enclosed is our **two year bid** on the City of Pigeon Forge Concession Stand Food Products. We understand that all prices are in effect for a twenty-four period beginning March 1, 2021 and extending through November 30, 2022. We also certify that prices quoted do include delivery to the City of Pigeon Forge Concession Stands and no fuel surcharges will be added.

All exceptions to our specifications have been noted on the "Exceptions to Bid Specifications" form included with this bid package.

**NAME OF COMPANY:** \_\_\_\_\_

**MAILING ADDRESS:** \_\_\_\_\_  
\_\_\_\_\_

**PHONE NUMBER:** \_\_\_\_\_ **FAX:** \_\_\_\_\_

**AUTHORIZED SIGNATURE:** \_\_\_\_\_

**PRINTED NAME:** \_\_\_\_\_

**TITLE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

***\*\*PLEASE COMPLETE AND RETURN THIS SHEET WITH BID\*\****

**CITY OF PIGEON FORGE**  
**CONCESSION STAND FOOD PRODUCTS BID**  
**GENERAL PROVISIONS**

1. To be considered your bid:
  - a. Must be received at the Pigeon Forge Community Center, Department of Parks and Recreation no later than 2:00 pm on February 2, 2021.
  - b. Must be in a sealed envelope marked with bidder's name and address, bid opening time and date, and the quotation "**Two Year Bid on Concession Stand Food Products**".
  - c. Must be submitted on the enclosed forms.
  - d. Must have exceptions noted on the "Exceptions to Bid Specifications" form.
  - e. **The Bidder's Certification Sheet must be completed, signed, and dated.**
2. Bidder must be prepared to furnish sample product for evaluation by City of Pigeon Forge personnel if requested.
3. During the operating season of the ball fields and outdoor pool, orders will be placed weekly for delivery to the two concession stands at the Pigeon Forge Community Center, 170 Community Center Drive, Pigeon Forge, TN and Wear Farm City Park, 623 Wears Valley Road, Pigeon Forge, TN.
4. All bid prices must be effective for **two years** beginning March 1, 2021 and extending through November 30, 2022. Pricing must include delivery to the Pigeon Forge Community Center/Wear Farm City Park in Pigeon Forge, Tennessee. Fuel surcharges **will not be honored**.
5. It is the responsibility of each successful bidder to:
  - a. Deliver only the products ordered by the City of Pigeon Forge.
  - b. Submit detailed invoices showing item descriptions and quantities.
  - c. Ensure each item is invoiced at the bid price.
6. No bid may be withdrawn for thirty (30) days.
7. City of Pigeon Forge reserves the right to discontinue purchase of any product which fails to meet our specific needs.
8. Questions should be referred to Mr. Lanny Goodwin, Parks and Recreation Director, at 865-429-7373.