



REQUEST FOR QUOTATION (RFQ)

Department: Athletics
Requisition No.: 190388181

Trip 2: VANDERBILT UNIVERSITY Nashville, TN (Day Trip)

Departure: Tuesday, 2/25/2025 from Cookeville, TN (1:00 p.m.)
Arrive: Tuesday, 2/25/2025 in Nashville, TN
Return: Tuesday, 2/25/2025 to Cookeville, TN
Total Cost: _____

Trip 3: MIDDLE TENNESSEE STATE UNIVERSITY Murfreesboro, TN (Day Trip)

Depart : Tuesday, 3/11/2025 from Cookeville, TN (1:00 p.m.)
Arrive: Tuesday, 3/11/2025 in Murfreesboro, TN
Return: Tuesday, 3/11/2025 to Cookeville
Total Cost: _____

Trip 4: MERCER UNIVERSITY Macon, GA

Depart: Thursday, 3/13/2025 from Cookeville, TN (8:00 a.m.)
Arrive: Thursday, 3/13/2025 in Macon, GA
Return: Sunday, 3/16/2025 to Cookeville, TN
Total Cost: _____

Trip 6: UNIVERSITY OF ARKANSAS-LITTLE ROCK Little Rock, AR

Depart: Thursday, 3/20/2025 from Cookeville, TN (9:00 a.m.)
Arrive: Thursday, 3/20/2025 in Little Rock, AR
Return: Sunday, 3/23/2025 to Cookeville, TN
Total Cost: _____

Trip 7: AUSTIN PEAY STATE UNIVERSITY Clarksville, TN (Day Trip)

Depart: Tuesday, 3/25/2025 from Cookeville, TN (11:00 a.m.)
Arrive: Tuesday, 3/25/2025 in Nashville, TN
Return: Tuesday, 3/25/2025 to Cookeville, TN
Total Cost: _____

Trip 8: UNIVERSITY OF TENNESSEE Knoxville, TN (Day Trip)

Depart: Tuesday, 4/1/2025



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Trip 10: EASTERN ILLINOIS UNIVERSITY Charleston, IL

Depart: Wednesday, 4/16/2025



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Does bidder agree to accept individual trips if awarded by low bid by trip? _____Yes _____No

Requirements

1. An itemized invoice referencing contract number is to be emailed to the TTU Business Office at apinvoice@tntech.edu, after each trip. Please bill us no later than 30 days after completed trip.
2. Each destination: Bus and Driver may be utilized for transportation to practices, games and/or meals.
3. Number of Buses / Capacity: One (1) fifty-six (56) Passenger Bus and one (1) driver as specified.
4. Maximum two (2) hour replacement time for breakdowns preferred for each trip. If different, specify: _____. If breakdown of bus(s) occurs, Contractor shall be responsible for prompt replacement of buses in order to not interfere with schedule of trip. Contractor shall provide replacement(s) without any additional cost to Tennessee Tech. If Contractor is unable to provide replacement(s) within a reasonable time period, the University may secure necessary transportation and Contractor will be responsible for any additional cost(s) above trip cost quoted.
5. The following equipment is required and will be in working order prior to departure.
 - DVD Player
 - Wireless Internet
 - Satellite TV
 - TV's
 - 110 Volt Outlet
6. Age of bus: 5 years or less - Specify make/model/year of buses to be used:
 Make: _____
 Model: _____
 Year: _____
7. Tennessee Tech to furnish lodging for driver(s).
8. Maintenance records of all buses to be used must be available for inspection upon request by Tennessee Tech.
9. Bus Driver(s) and Company as a whole must adhere to all ICC and DOT regulations regarding driving safety, safety regulations, etc.

Please list ICC / DOT license number and date of licensing.

License Number _____
Date of Issuance _____

10. Provide proof FMCSR Carrier Safety Rating is satisfactory. Attach separate documentation with bid.
11. Provide valid certificate of insurance with the following minimum limits and coverages:

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Sales and Use Tax. Before the Purchase Order/Contract resulting from this RFQ is signed, the apparent successful bidder must be registered or exempted from registration with the Department of Revenue for t