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**EAST TENNESSEE STATE  
UNIVERSITY**

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**East Tennessee State University -**  
**Request for Quotation**

**Distributive Sound System and Installation**

**ETSU RFQ #: 26011**

Bid Due April 24, 2026  
Date/Time: 2:00 p.m. EST

**EAST TENNESSEE STATE UNIVERSITY  
REQUEST FOR QUOTATION**

East Tennessee State University  
Procurement & Contract Service  
PO Box 70729  
1276 Gilbreath Drive  
Burgin Dossett Hall B-16  
Johnson City, TN 37614

Bid No.: RFQ 26011  
Date: April 9, 2026  
Issued by: Athletics Department

Bid subject to the **Standard Bid Terms & Conditions** available at  
[https://www.etsu.edu/bf/procurement/purchasing/vendor\\_information.php](https://www.etsu.edu/bf/procurement/purchasing/vendor_information.php)  
& **ETSU Board of Trustees, General Purchasing, Receipt of Materials, & Payment of Invoices** at  
<https://www.etsu.edu/bf/fp.php>

Bids must be received by: Date/Time: **April 24, 2026 by 2:00 PM EST**

Attn: Alex Ortiz, Director of Procurement

423-439-6890 / ortizag@etsu.edu

Unless otherwise requested, quote on each item separately. Provide unit prices. If unable to furnish items as specified, submit sample and/or complete descriptive specifications of substitute offered as equal or better. East Tennessee State University is exempt from state, federal, and local taxes; do not include taxes in quotation. Quote F.O.B., East Tennessee State University, Johnson City, Tennessee. Minimum terms: Net 30 days. Prepayment, deposits or COD not allowed. Progress payments may apply if approved by Facilities Management. Bid pricing remains in effect for 120 days. Bid Protest - Procedures for protesting bid results are found at: [https://www.etsu.edu/bf/procurement/purchasing/vendor\\_information.php](https://www.etsu.edu/bf/procurement/purchasing/vendor_information.php). Quotation must be typewritten or in ink & is to be a sealed bid.

### **Scope of Work and Specifications:**

East Tennessee State University Athletic Department is seeking bids from reputable qualified supplier to provide equipment and installation of a distributive sound system at Freedom Hall Civic Center, 1320 Pactolas Road, Johnson City, TN 37604. Detail specifications are included below.

Provide and install a complete house public address (PA) audio system including rigging, control, amplification, and wireless microphone systems. Ability to provide prompt emergency service on equipment as required.

Work includes: - Supply and installation of loudspeakers, subwoofers, and amplification - Integration of Q-SYS digital signal processing and control system - Installation of digital mixing console - Installation of wireless microphone systems and antenna distribution - Network infrastructure for AV control - Rack assembly and system integration - Rigging and truss installation for speaker deployment - Testing, commissioning, and system verification.

### **Ability to begin project install July 1, 2026, with completion by July 8, 2026**

Provide minimum of three completed projects installed in similar venues, providing reference contact information: Venue Name, Venue address, Contact person, phone number, email.

### Materials and Equipment

Major components include:

#### Audio System

- Fulcrum Acoustic AHC296 full-range loudspeakers black 6 qty
- Fulcrum Acoustic YK-AHC2 Yoke 6 qty
- Fulcrum Acoustic CX1526 15 inch coaxial loudspeakers 4 qty
- Fulcrum Acoustic YK-CX15 Yoke 4 qty
- Fulcrum Acoustic Sub 218L dual 18" subwoofers 4 qty
- Custom Sub Bracket 1 qty
- QSC CX-Q series amplifiers 8K8 2 qty
- QSC CX-Q series amplifiers 4k4 2 qty
  
- Q-sys Core 8 FLEX 1 qty
- Q-Sys 7" Touch Panel 1 qty
- Q-Sys Table top mounting accessory 1 qty
- Q-Sys 4 mic/line input peripheral 1 qty
- Q-Sys 4 line output peripheral 1 qty
- Netgear GSM4212P-100NAS AV Line 3 qty  
8x1G PoE+ 125W 2x1G Managed Switch
- Allen & Heath CQ-18T Digital Mixer 1 qty
- Allen & Heath CQ-18T Rackmount Kit 1 qty
- Shure ULXD4D G57 Dual Channel RF System 1 qty

- Shure ULXD2 /SM58 G57 2 qty
- Shure UA874 Paddle Antenna 2 qty
- Shure UA825 Antenna Cable - 25fi 2 qty
- Atlas Round Base Microphone Stand - 121b/BLACK 2 qty
- Middle Atlantic 1 RU Select Series UPS Backup Power, 1000VA 2 qty
- SRSR Series Slide Out Rotating Rail System Rack 1 qty
- Middle Atlantic 2 RU Utility Rack Drawer 2 qty
- Prox Universal 19 Rack-mount Mixer Case 1 qty
- Belden Cat6+ 4-Pair U/UTP CMR Cable 2 qty
- Custom I/O Rack Panel 2 qty

#### Rigging

- Box truss system (10 ft sections) 1 qty
- 1/2T Single-phase hoist with 65ft chain 2 qty
- Gac & Shackle Package 2 qty
- Installation Labor
- Programming
- Equipment rental
- Other items

All questions concerning this bid must be directed to Alex Ortiz at ortizag@etsu.edu. **Deadline for questions/comments is listed on the Schedule of Events.** Reply to questions will be posted on the ETSU Purchasing webpage as an addendum.

Do not contact Athletics Department directly with questions/comments.

Invoices documenting completed work should be turned into Athletics Department. Payment for work not completed is not allowed. The purchase order number is to be included on all invoices.

The attached Cost Sheet and the Response Sheet must be used for the bid response.

**NOTE: Include any required documents in your bid response such as evidence of insurance, proof of TN business license, etc. Required documents not included in the bid will cause the bid to be rejected. RFQ 26011 ETSU Distributive Sound System Equipment and Installation must be on the outside of the bid response envelope.**

**RFQ 26011 Schedule of Events:**

The following Schedule of Events represents the Institution's best estimate of the schedule that will be followed. Unless otherwise specified, the time of day for the following events will be between 8:00 a.m. and 4:30 p.m., Eastern Time. All dates are University business days.

<b>RFQ 26011 SCHEDULE OF EVENTS</b>		
<b>NOTICE: The University reserves the right, at its sole discretion, to adjust this schedule as it deems necessary. The University will communicate any adjustment to the Schedule of Events to potential bidders.</b>		
<b>EVENT</b>	<b>TIME (all times are EST)</b>	<b>DATE</b>
1. University Issues RFQ		<b>April 9, 2026</b>
2. Disability Accommodation Request Deadline	<b>Noon</b>	<b>April 13, 2026</b>
3. Written Questions/Comments Deadline from Bidders	<b>2:00 p.m.</b>	<b>April 16, 2026</b>
4. University Responds to Written Questions/Comments from Bidders	<b>4:30 p.m.</b>	<b>April 20, 2026</b>
5. Intent to Bid	<b>2:00 p.m.</b>	<b>April 20, 2026</b>
6. Bid Submission Deadline & Bid Opening	<b>2:00 p.m.</b>	<b>April 24, 2026</b>
7. University Issues Intent to Award Letter and Opens RFQ Files for Public Inspection		<b>April 2026</b>
8. Award of Contract		<b>April 2026</b>

ETSU  
RFQ 26011  
Instruction to the Bidders

1. Written questions regarding this quotation can be emailed to Alex Ortiz at ortizag@etsu.edu. DO NOT CONTACT ATHLETICS DEPARTMENT DIRECTLY WITH QUESTIONS. Any amendments will be issued in writing from the ETSU Procurement office and posted on the ETSU website. **All questions must be submitted by the deadline posted in the Schedule of Events. Any questions submitted after this time will not be accepted. Responses will be provided by ETSU to all bidders by the date listed in the Schedule of Events.** No decisions or changes are binding to the project unless they are received in writing from the ETSU Procurement office.
2. **Bid responses are to be sent or delivered to the Procurement office address in a sealed envelope. RFQ 26011 must appear clearly on the outside of the bid response envelope.**

All bids must be submitted in writing or typed on this form. Bidders shall be responsible for actual delivery of bids during business hours at the University by the closing date referenced herein. ETSU business hours are Monday – Friday, 8:00 a.m. to 4:30 p.m. EST. Any bids which are late will not be considered and will remain unopened. **Manual submission is required, either in person or via mail.**

3. **All Bidders must have proper business license prior to submitting bid and include proof of license in bid response.** A contractor's license is not required for this bid.
4. Any conditions which the Bidder wishes to stipulate other than shown herein must be so stated in writing and attached hereto. No deviation in terms and conditions will be allowed unless accepted by the University.
5. The successful bidder is responsible for any damages to ETSU property and is also responsible at the vendor's expense for the repair of such damages. This also includes damages to landscape areas.
6. ETSU is a Tobacco-Free Campus, where all use of tobacco is restricted to private vehicles. The policy can be found at <https://www.etsu.edu/tobaccofree/policy.php>.
7. All vehicles on ETSU property must comply with the University Parking and Traffic Regulations which can be found at <http://www.etsu.edu/fa/fs/parking>.
8. Bidder must provide and maintain a commercial general liability policy. The policy shall provide coverage which includes, but is not limited to, bodily injury, personal injury, death, property damage and medical claims, with minimum limits of \$1,000,000 per occurrence, \$3,000,000 in the aggregate. The Bidder shall maintain workers' compensation coverage or a self-insured program as required under Tennessee law, with Employer's Liability Limits of \$100,000. **The Bidder shall include a certificate of insurance with bid response.** If any policy providing insurance required by the contract is cancelled prior to the policy expiration date, the Bidder, upon receiving a notice of cancellation, shall give immediate notice to the Institution. The enumeration in the contract or in this document of the kinds and amounts of liability insurance shall not abridge, diminish or affect the contractor's legal responsibilities for the consequences of accidents arising out of or resulting from the services of the successful bidder under this contract.

If the Bidder does not have required insurance limits at the time of submission, the Bidder must still submit a valid and current insurance certificate. However, successful Bidder must submit certificate with the required limits prior to ETSU awarding the bid.

9. ETSU's terms are Net 30. ETSU does not make prepayments or deposits for services not rendered. Payment is made by direct deposit. The successful bidder will be required to set up direct deposit with the University.
10. Non-Discrimination. The parties agree to comply with Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, Executive Order 11, 246, American Disabilities Act of 1990 and the related regulations to each. Each party assures that it will not discriminate against any individual including, but not limited to, employees or applicants for employment and/or students because of race, religion, creed, color, sex, age, disability, veteran status or national origin. The

parties also agree to take affirmative action to ensure that applicants are employed and that employees are treated during their employment without regard to their race, religion creed, color, sex, age, disability, veteran status or national origin. Such demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection available to employees and applicants for employment.

11. Liability. The Contractor, being an independent contractor and not an employee of East Tennessee State University, agrees to hold harmless the University from any and all liability not specifically provided for in this contract.
12. Termination for Convenience. The Institution may terminate this Contract without cause for any reason. Termination under for convenience shall not be deemed a Breach of Contract by the Institution. The Institution shall give the Contractor at least sixty (60) days written notice before the effective termination date. The Contractor shall be entitled to receive compensation for satisfactory, authorized service completed as of the termination date. However, in no event shall the Institution be liable to the Contractor for compensation for any service that has not been rendered. Upon such termination, the Contractor shall have no right to any actual general, special, incidental, consequential, or any other damages whatsoever of any description or amount.
13. Termination for Cause. If the Contractor fails to perform its obligations under this Contract in a timely or proper manner, or if the Contractor violates any term of this Contract, the Institution shall have the right to immediately terminate the Contract and withhold payments in excess of fair compensation for completed services; provided, however, Institution shall have the option to give Contractor written notice and a specified period of time in which to cure. Notwithstanding the above, the Contractor shall not be relieved of liability to the Institution for damages sustained by virtue of any breach of this Contract by the Contractor.
14. Subcontracting. The Contractor shall not assign this Contract or enter into a subcontract for any of the services performed under this Contract without obtaining the prior written approval of the Institution. If the Institution approves such subcontracts, they shall contain, at a minimum, sections of this Contract pertaining to "Conflicts of Interest" and "Nondiscrimination". Notwithstanding any use of approved subcontractors, the Contractor shall be the prime contractor and shall be responsible for all work performed. Billing and payment will be to the Contractor submitting the bid.
15. Conflicts of Interest. The Contractor hereby agrees, warrants, and assures that no person shall be excluded from participation in, be denied benefits of, or be otherwise subjected to discrimination in the performance of this Contract or in the employment practices of the Contractor on the grounds of disability, age, race, color, religion, sex, veteran status, national origin, or any other classification protected by Federal, or State constitutional or statutory law. Upon request, the Contractor shall show proof of such nondiscrimination and shall post in conspicuous places, available to all employees and applicants, notices of nondiscrimination.
16. Prohibition of Hiring Illegal Immigrants. By responding to this bid, the Bidder is attesting that the Bidder will not knowingly utilize the services of illegal immigrants and will not knowingly utilize the services of any subcontractor that does so in delivery of the goods / services under this order. If the Bidder is discovered to have breached this attestation, the Bidder shall be prohibited from supplying goods / services to any University / State institution for a period of one (1) year from the date of discovery of the breach, Rules of Finance and Administration, 0620.
17. Inspection. All bids will be publicly opened and are subject to public inspection after the award. Bidders may be present at bid opening. All proposers should know and shall be deemed responsible for knowing the facts documented in the institution's procurement files on the day the institution opens the bid files for public inspection for seven (7) calendar days. Any issues raised by bidders after the seven-day period shall not be considered.
18. Acceptance and Award. The University reserves the right to reject any and all bids and to waive any informality in bids and, unless otherwise specified by the Bidder to accept any item in the bid. Action to reject all bids shall be taken for unreasonably high prices, errors in the bid documents, cessation of need, unavailability of funds, or any other reason approved by the University / Tennessee Board of Regents, as appropriate.

- a. Contracts and purchases will be made with the lowest, responsible, qualified Bidder. The quality of the articles to be supplied, their conformity with the specifications, their suitability to the requirements of the University, cash discount offered and the delivery terms will be taken into consideration.
  - b. Discounts offered for less than net 30 days cannot be considered in the cost evaluation but will be taken when paying invoices.
  - c. If a Bidder fails to state a time within which a bid must be accepted, it is understood and agreed that the University shall have sixty (60) days to accept.
  - d. A written purchase order mailed or otherwise furnished, to the successful Bidder within the time period specified in the bid results in a binding contract without further action by either party. The contract may not be assigned without written University consent.
  - e. If agreeable to the awarded vendor, other state institutions of higher education may purchase off the contract during the same period as the University.
19. Iran Divestment Act. The requirements of Tenn. Code Ann. § 12-12-101 et.seq., addressing contracting with persons with investment activities in Iran, shall be a material provision of this Contract. The Contractor agrees, under penalty of perjury, that to the best of its knowledge and belief that it is not on the list created pursuant to Tenn. Code Ann. § 12-12-106.
20. Boycott of Israel. The Contractor certifies that is not currently engaged in and will not for the duration of the contract engage in, a boycott of Israel as defined by Tenn. Code Ann. § 12-4-127. This provision shall not apply to contracts with a total value of less than two hundred fifty thousand dollars (\$250,000) or to contractors with less than ten (10) employees.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Date

**RFQ 26011 RESPONSE SHEET**

**Note: MUST use attached Cost Sheet for pricing. Provide at least three qualified projects with contact references.**

Have you included the following in your bid response?

- Proof of Liability Insurance \_\_\_\_
- Proof of Business License \_\_\_\_
- RFQ on outside of bid response envelope \_\_\_\_
- Attached vendor application completed \_\_\_\_

1. Bid was arrived at independently without collusion, consultation, communication, or agreement as to any matter relating to such prices with any other proposers or with any competitor, except permitted subcontractors and proposer team members.

Yes \_\_\_\_\_ No \_\_\_\_\_

2. This bid complies with all the terms and conditions, requirements and specifications of the RFQ, all Attachments, all Amendments and Addenda thereto.

Yes \_\_\_\_\_ No \_\_\_\_\_

If No, Explain in detail in an attachment to this response.

3. Addendum(s) received (if applicable):

- a. Addendum 1 \_\_\_\_
- b. Addendum 2 \_\_\_\_
- c. Addendum 3 \_\_\_\_
- d. Addendum 4 \_\_\_\_

Supplier Name: \_\_\_\_\_

Official Business Address: \_\_\_\_\_  
\_\_\_\_\_

Federal Employment Identification Number: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Name, Printed or Typed: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

Telephone No.: \_\_\_\_\_ Fax No.: \_\_\_\_\_

Email Address: \_\_\_\_\_

**(Note: Bid must have an original signature or will be rejected.)**  
**East Tennessee State University is an EEO/AA/Title IX/Section 504/ADA employer**

### Contact References

1. Project Name:  
Address:  
Contact Person:  
Phone Number:  
Email Address:
  
2. Project Name:  
Address:  
Contact Person:  
Phone Number:  
Email Address:
  
3. Project Name:  
Address:  
Contact Person:  
Phone Number:  
Email Address:

I authorize listed references to release and provide information on projects I completed for them.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Company Name

**AUDIO**

	Qty	COST
Fulcrum Acoustic AHC296 full-range loudspeakers black	6	
Fulcrum Acoustic YK-AHC2 Yoke	6	
Fulcrum Acoustic CX1526 15 inch coaxial loudspeakers	4	
Fulcrum Acoustic YK-CX15 Yoke	4	
Fulcrum Acoustic Sub 218L dual 18" subwoofers	4	
Custom Sub Bracket	1	
QSC CX-Q series amplifiers 8K8	2	
QSC CX-Q series amplifiers 4k4	2	
Q-sys Core 8 FLEX	1	
Q-Sys 7" Touch Panel	1	
Q-Sys Table top mounting accessory	1	
Q-Sys 4 mic/line input peripheral	1	
Q-Sys 4 line output peripheral	1	
Netgear GSM4212P-100NAS AV Line	3	
8x1G PoE+ 125W 2x1G Managed Switch		
Allen & Heath CQ-18T Digital Mixer	1	
Allen & Heath CQ-18T Rackmount Kit	1	
Shure ULXD4D G57 Dual Channel RF System	1	
Shure ULXD2 /SM58 G57	2	
Shure UA874 Paddle Antenna	2	
Shure UA825 Antenna Cable - 25fi	2	
Atlas Round Base Microphone Stand - 121b/BLACK	2	
Middle Atlantic 1 RU Select Series UPS	2	
Backup Power, 1000VA		
SRSR Series Slide Out Rotating Rail System Rack	1	
Middle Atlantic 2 RU Utility Rack Drawer	2	
Prox Universal 19 Rack-mount Mixer Case	1	
Belden Cat6+ 4-Pair U/UTP CMR Cable	2	
Custom I/O Rack Panel	2	

**COST**

\$ \_\_\_\_\_

**RIGGING**

Box truss system (10 ft sections)	1
1/2T Single-phase hoist with 65ft chain	2
Gac & Shackle Package	2

**COST**

\$ \_\_\_\_\_

Installation Labor	\$ _____
Programming	\$ _____
Equipment rental	\$ _____
Other items	\$ _____

\_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Printed Name Title

\_\_\_\_\_  
Company Name