

Irmo Chapin Recreation Commission Bid Invitation

Bid Title: District Wide Event Tent

Mailing/Posting Date: 9 / 23 / 2026.

Bids will be received: 10 / 8 / 2026 until: 2:00PM

Direct inquiries to:

Bids should be mailed to:
Adam Bedard, Project Manager
Irmo Chapin Recreation Commission
5605 Bush River Road
Columbia, SC 29212

Or hand carried to:
Administrative Office
Irmo Chapin Recreation Commission
5605 Bush River Road
Columbia, SC 29212

SUBMITTER INFORMATION

Vendor Name: _____

Street Address/PO Box: _____

City, State, Zip Code: _____

Federal I.D./SSN: _____

Contact Person: _____

E-mail Address: _____

Telephone Number: _____

Facsimile Number: _____

MUST BE SIGNED TO BE VALID

I understand that Irmo Chapin Recreation Commission (ICRC) reserves the right to reject any and all proposals, the right in its sole discretion to accept the proposal it considers more favorable to ICRC's interest, and the right to waive minor irregularities in the procedures. ICRC further reserves the right to reject all proposals and seek new proposals when such procedure is reasonably in the best interest of ICRC. ICRC also reserves the right to award portions of this bid to separate vendors. I also certify that this proposal is made in all respects fair and without collusion or fraud. I agree to abide by all conditions of this proposal and certify that I am authorized to sign this proposal.

Authorized Signature: _____

Name (typed or printed): _____

Title: _____



**IRMO CHAPIN RECREATION
COMMISSION (ICRC)**

**Administration Office
5605 Bush River Road
Columbia, SC 29212**

BID Date:

Contact: Adam Bedard
Project Manager
Email: abedard @icrc.net
Phone: (803)213-2044

SUBMISSION REQUIREMENTS

1. PROPOSAL MUST BE RECEIVED AT: **Administration Office – 5605 Bush River Road
Columbia SC. 29212**, NO LATER THAN **2:00PM** ON **10 / 08 / 2026** ATTENTIONED TO
ADAM BEDARD
2. SUBMITTER INFORMATION AND SIGNATURE PAGE (Pg 1), SUBMISSION REQUIREMENTS
(Pg 2 & 3 & 4 & 5 & 6 & 7)
3. QUESTIONS

All questions regarding this bid must be submitted in writing and faxed or emailed to Adam Bedard
at (803)213-2044 or abedard@icrc.net. Responses to questions will be distributed to all firms, which
have received an original bid from Irmo Chapin Recreation Commission.

4. INFORMATION AND INSTRUCTIONS

All bid sheets and this form must be submitted in a sealed envelope. The face of the envelope shall
contain the bid title (**District Wide Event Tent**), and the date and time of bid opening. Bids not
submitted on this bid form will be subject to rejection. The Commission assumes no responsibility
for unmarked or improperly marked envelopes. Bids, amendments or withdrawal requests must be
received by the time advertised for bid opening. It is the vendor's sole responsibility to ensure that
bid documents are received by the time and date indicated in the solicitation notice. All prices and
notations shall be printed in ink or typewritten. Errors shall be crossed out and corrections entered
and initialed by the person signing the bid. No bid shall be altered or amended after the specified
time for opening. By submission of a bid, the vendor shall guarantee that all goods and services
shall meet the requirements of the solicitation.

1.0 Scope of Work:

The intent of this bid is to furnish a complete **40' x 120' sectional tent system** suitable for event
and temporary-use applications. The system shall provide an unobstructed interior layout, a white
sectional tent top, optional sidewall configurations, and an integrated storage/transport solution for
the tent components.

2.0 Definitions:

- 2.1 **ICRC** – Irmo Chapin Recreation Commission
- 2.2 **Contractor** – General Contractor who has been awarded this bid.
- 2.3 **Turn Key** - Complete product or service that is ready for immediate use:



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3.1 SUMMARY

BID PACKAGE

40' x 120' Modular Sectional Tent System

1. Project Description

The intent of this bid is to furnish a complete modular 40' x 120' sectional tent system capable of being configured into multiple tent sizes to accommodate varying event requirements.

The tent system should be designed so that the owner can utilize the same sectional components to create the following configurations:

- 40' x 40'
- 40' x 60'
- 40' x 80'
- 40' x 100'
- 40' x 120'

The system should be fully modular, allowing sections to be added or removed without requiring the purchase of separate complete tent systems.

The successful bidder shall provide all tent tops, structural components, poles, connectors, hardware, sidewalls, and storage/transport equipment necessary to support the various configurations identified above.

2. Sectional Design

The tent shall be designed as a sectional system, with each section capable of being independently added to or removed from the overall tent configuration.

The bidder shall clearly identify:

- Standard sectional length.
- Number of sections required for each configuration.
- How sections connect to one another.
- Components shared between configurations.
- Components required specifically for end sections.
- Any additional hardware required when changing configurations.



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- Whether all configurations can utilize the same poles and structural components.
- Whether sidewalls can be configured independently for each tent size.
- Maximum and minimum recommended configurations.

The proposed system shall allow the owner to transition between the specified configurations using the same modular inventory.

3. Tent Top Requirements

The tent top system shall consist of modular white sectional tent tops that can be configured to create each of the required tent sizes.

The tent top shall:

- Be white.
- Be waterproof.
- Be resistant to mold and mildew.
- Be suitable for repeated installation and removal.
- Be constructed from durable, commercial-grade tent material.
- Utilize interchangeable sections where practical.
- Include all necessary connectors, straps, buckles, tensioning components, and hardware.
- Maintain a professional appearance in all specified configurations.

The bidder shall provide a section-by-section configuration diagram showing how the tent top is assembled for each of the five required sizes.

4. Unobstructed View Layout

Each configuration should provide an unobstructed-view interior layout to maximize usable floor space.

The bidder shall identify the structural arrangement for each configuration and provide drawings showing:

- Interior pole locations.
- Perimeter pole locations.
- Clear interior areas.
- Any interior supports or obstructions.



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- Clear-span dimensions, where applicable.

The bidder shall specifically identify whether the unobstructed-view requirement is maintained across all five configurations.

5. Sidewall Requirements

Sidewalls should be modular and compatible with all five tent configurations.

The owner shall be able to install sidewalls on some or all sides of the tent depending on the event requirements.

Provide both:

A. Solid Sidewalls

- White.
- Waterproof/weather resistant.
- Mold and mildew resistant.
- Modular/interchangeable.
- Compatible with all specified tent configurations.

B. Cathedral Sidewalls

- White.
- Compatible with the 7-foot eave height.
- Modular/interchangeable.
- Compatible with all specified tent configurations.
- Capable of being installed independently on selected sides.

The bidder shall explain how sidewall quantities change for each tent configuration and provide pricing accordingly.

6. Eave Height

All five configurations should maintain a nominal 7-foot eave height.

The bidder shall identify the actual installed eave height and any available adjustment range.



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7. Aluminum Structural Poles

The complete system shall utilize aluminum poles.

The pole system shall be modular and reusable across all five configurations to the maximum extent possible.

The bidder shall provide:

- Pole specifications.
- Pole quantities.
- Pole lengths.
- Connection hardware.
- Base plates/feet.
- Required staking, anchoring, or ballast.
- Structural/load information.
- A pole layout for each configuration.

The bidder shall specifically identify which poles and structural components are common to all configurations, and which components are configuration-specific.

8. Storage and Transport Carts

The system shall include sufficient carts for organized storage and transportation of the modular tent system.

Carts shall accommodate, as applicable:

- Aluminum poles.
- Tent top sections.
- Solid sidewalls.
- Cathedral sidewalls.
- Connectors and hardware.
- Other associated tent components.

Because the system is modular, the bidder shall explain how components are organized and stored when the tent is configured at less than the maximum 40' x 120' size.

The storage solution should allow unused sections to remain organized and protected while a smaller configuration is in use.



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9. Complete System Requirement

The bid shall be based on providing a single, fully integrated modular tent system capable of serving all five required configurations.

The owner is not seeking five separate tent systems. The intent is to purchase one 40' x 120' maximum-capacity sectional system that can be reconfigured into smaller footprints in 20-foot increments.

The bidder shall ensure that all components required to safely and properly assemble each configuration are included in the proposed system.

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END OF SECTION

4.0 Indemnification

4.1 Hold Harmless and Indemnification - The contractor shall protect, save, and keep the ICRC forever harmless and indemnified from any damages (including fines or penalties) arising as a result of accidents, injuries, or other occurrences, caused by the negligence or willful conduct of the contractor, its employees, or subcontractors on the Property to conduct the demolition activities contemplated herein, regardless of who the injured party may be. Notwithstanding the foregoing, ICRC shall not be responsible for that proportionate share of the damages arising from the negligent or willful conduct of the contractor, its employees, or sub-contractors.

4.2 Environmental Indemnification and Hold Harmless - The contractor shall indemnify and hold the ICRC harmless from any and all claims, demands, judgments, orders, or damages resulting from hazardous substances discharged onto the Property by the contractor, its employees, or sub-contractors in connection with the resurfacing or repair activities contemplated herein. The term "hazardous substances," as used herein, shall mean any substance heretofore or hereafter designated as hazardous under the Resource Conservation and Recovery Act, 42 U.S.C. Sec. 6901 et seq.; the Federal Water Pollution Control Act, 33 U.S.C. Sec. 1257 et seq.; the Clean Air Act, 42 U.S.C. Sec. 2001 et seq.; the Comprehensive Environmental Response Compensation and Liability Act of 2080, 42 U.S.C. Sec. 9601 et seq.; or the Hazardous Waste Cleanup-Model Toxics Control Act, RCW 70.105D, all as amended and subject to all regulations promulgated there under.

5.15.00 TERMINATION

5.15.01 For Cause: In the event of material breach by contractor, ICRC shall be given written notice specifying the material breach. The County would regard any deviation from the requirements of the contract that was neither trivial nor innocent as being material. Such deviations are evaluated on an instance-by-instance basis but any deviation which impairs the utilization or value of the property to ICRC would be regarded by the Commission as a material breach. Upon receipt of such notice, if contractor has not begun correction of the material breach within two (2) days or has not substantially corrected the material breach within ten (10) days of receipt of written notice, ICRC shall have the right to terminate unilaterally and immediately services hereunder without further notice. County of Lexington reserves the right to purchase any and all services or other items thereafter in the open market, charging the contractor with any additional costs. Should such charge be assessed, no subsequent proposals or proposals of the defaulting contractor will be considered until the assessed charge has been satisfied. Additionally, ICRC shall have a similar right of rescission in any instance where contractor provides or seeks to provide any services for a price higher than that specified herein, without regard to cause, including governmental regulatory intervention and insistence. In the event of rescission, revocation or termination, all documents and other materials in the possession of ICRC or scheduled for delivery to the Commission relating to performance hereunder shall become the property of ICRC. ICRC's failure to exercise their rights to terminate under this provision shall not be construed as a waiver of their rights to terminate, rescind or revoke the services herein in the event of any subsequent breach.



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Bid Submittal Requirements

- I. Provide copy of all warranties associated with your product.
- II. Provide time frame for receiving the product.
- III. Supply detailed pricing information.

Bid Submittal Document



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All bid components are required to be filled in for bid to be eligible for consideration

Bid Components

Unit Price

Cost of complete modular 40' x 120' sectional tent system **\$ _____**

Comments / Proposed Addendum

Company Name: _____

Address: _____ **Ph.** _____

Company Representative: _____ **Title:** _____

Signature: _____ **Date:** _____