



CITY OF SPARTA
6 Liberty Square
P.O. Box 30
Sparta, Tennessee 38583
931.836.3248
931.836.3941 fax
www.spartatn.com

CITY OF SPARTA REQUEST FOR PROPOSALS AUCTION SERVICES May 14, 2026 at 2:00 pm

The City of Sparta, Tennessee will receive sealed proposals until 2:00 p.m. on Thursday May 14th, 2026, at which time the bids will be publicly opened and read aloud for the auction services for the sale of excess property. Bids are to be addressed to the City Administrator and delivered to the Sparta City Hall, 6 Liberty Square, PO Box 30, Sparta, Tennessee 38583, and must be enclosed in a sealed envelope and must be marked **"Proposals for Auction Services"** on the front of the envelope. All bids must be signed.

The City of Sparta reserves the right to reject any or all proposals, to waive any irregularities in a proposal, or to accept that proposal which in the judgment of the Board of Mayor and Alderman of the City of Sparta is in the best interest of the City. The purchaser also reserves the right to require a bidder to submit evidence of qualifications as may be deemed necessary by the Purchasing Agent.

For further information regarding submission of a bid contact the City Administrator at Sparta City Hall, 6 Liberty Square, PO Box 30, Sparta, Tennessee 38583, telephone (931) 836-3248.

The City of Sparta does not discriminate based on race, color or national origin pursuant to Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d).



CITY OF SPARTA
REQUEST FOR PROPOSALS
AUCTION SERVICES
May 14, 2026 at 2:00 pm

Instructions to bidders:

Please include the following information in each proposal submitted:

DATE:

Propose the earliest date that will be most beneficial for the sale.

TYPE:

Propose the Type of auction that is being proposed, Online, In Person and/or both.

*** The successful bidder shall be responsible for removing all items from City property and relocating them to the Company's property for inspection, storage, and sale at auction.**

SIGNS:

Provide information on size, number and location of signs that will be used. Also, include a copy of the text and indicate whether the signs will be single or double sided.

ADVERTISING:

Newspaper:

Provide details of which newspapers will be used for the ads as well as the size of the announcement. The number of times run in each paper should be included. Publisher's proof of ads must be submitted with request for payment.

Radio:

Provide details of provided ads to be run on the radio including times of day, number of times, and stations to be used.

Handbills:

Provide details of handbills to be used including quantity, size, text, and method of distribution.

SERVICES:

Provide details of services provided during the auction including number of workers from your company and positions assigned.

CITY OF SPARTA
REQUEST FOR PROPOSALS
AUCTION SERVICES
May 14, 2026 at 2:00 pm

COMMISSION:

Provide information on all commissions charged along with a breakdown of all costs charged to the City of Sparta.

PAYMENT:

All proceeds of the sale and appropriate documentation for all sales will be turned over to the City Administrator as soon as all sales are final and payments have cleared but not later than ten (10) days after the day of the sale. Records must include an itemized list of all items sold and the sale price for each property. As soon as it is determined that all records of the sale are in order, the city will issue a check for the percentage of the total gross sales that is specified in the successful bid proposal. Final payment to the auctioneer will be made as soon as possible but not later than 30 days from the date all required records of sale and supporting documents are received by the city.

SURPLUS PROPERTIES TO BE SOLD:

See Attached List

CITY OF SPARTA
REQUEST FOR PROPOSALS
AUCTION SERVICES
May 14, 2026 at 2:00 pm

Sparta Police Dept. Auction Items

Airstar 22 Air Compressor
2 – Weight Benches
2 - Ellipticals
Military HVAC Unit
10 – Office Chairs
2 – Wooden Desks
74 - Ammo Cans
3 – Ammo Cans (No Lids)
7 – Nikon D300 Cameras
25 Pairs Of ESS Glasses In Cases
3 – Garmin Rino 120 Radio/GPS
2 – Metal Military Cots (Attaches To The Wall)
1 – Evinrude 4stroke 150 Outboard Motor
1 – Honda 4stroke 115 Outboard Motor
4 – Honda 4stroke 150 Outboard Motor
1 – John Deer Gator
6– Kennedy 7 Drawer Roll Around Toolboxes
1- Waterloo 7 Drawers Roll Around Toolbox
1 – HD 12 Drawer Roll Around Toolbox
1 – Large Military Diesel Generator
2 – Military Zodiac Rubber Boats
1 – JVC Camcorder in Orange Pelican Case
1 – Oshkosh HET Military Truck
10 – Large Tan Storage Containers
1 - 23ft Enclosed Trailer
2 – Military 3 Dog K-9 Kennels
1 – Polaris Ranger Crew 900
1 – Polaris Razor 1000
1 – John Deere Gator
1 - Kawasaki Mule 610

CITY OF SPARTA
REQUEST FOR PROPOSALS
AUCTION SERVICES
May 14, 2026 at 2:00 pm

2 - Eye Wash Station

1 – Kayak Trailer

3 – 5 Drawer Fillin Cabinets

1 – 35ft Command Trailer

1 – Vantage Green-Truck Electric Truck

1 – Vantage Green-Van Electric Van

1 – 5 Drawer Filling Cabinet

1 – 4 Drawer Filling Cabinet

1 – 5 Drawer Green Cabinet

Military Tents

1 – Parts Cabinet

2 – Bixes Of Green Winter Gloves

23 – Military Backpacks

Clear Code Computers

1 – Vidmar Large Green Tool Cabinet

1 – Hatz 10,000 Generator

1 - 2 Drawer Safe

CITY OF SPARTA
REQUEST FOR PROPOSALS
AUCTION SERVICES
May 14, 2026 at 2:00 pm

Iran Divestment Act Tenn. Code Ann. 12-12-106

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to 12-12-106.

TOTAL BID FOR AUCTION SERVICES \$ _____

_____ DOLLARS AND _____ CENTS

Time to complete job from issuance of Purchase Order _____

SIGNED _____ DATE _____

PRINT NAME _____ PHONE _____

COMPANY NAME _____ CELL _____

ADDRESS _____

CITY _____ ST _____ ZIP _____

EMAIL ADDRESS _____

CITY OF SPARTA
REQUEST FOR PROPOSALS
AUCTION SERVICES
May 14, 2026 at 2:00 pm

For Title VI and IX compliance, it is requested that the following information be voluntarily disclosed and returned with your bid:

GENDER _____ Male _____ Female

RACE _____ Caucasian African American

_____ Other (Please Specify)

The City of Sparta does not discriminate based on race, color, or national origin in federal or state sponsored programs, pursuant to Title VI of the Civil Rights Act of 1964 (42 U.S.C 2000d)