
ITB for HVAC Parts and Equipment

Solicitation Department(s): General Services

Solicitation Number: 269-2024-010

Solicitation Category: Local

Commodity Codes: 03167, 96702, 03100, 03103, 03106

The City of Charlotte is seeking Bids from qualified companies for HVAC Parts and Equipment.

The full solicitation can be viewed on the e-procurement portal, Bonfire, at:

<https://charlottenc.bonfirehub.com/opportunities/102674>

Pre-Bid Conference Date & Time:

August 9, 2023, at 11 AM EDT

Pre-Bid Instructions:

The non-mandatory, Pre-Bid Conference will be held virtually via Microsoft Teams.

This conference will review key details of the solicitation. **Attendance is not required but is encouraged.**

Click here to join – [Microsoft Teams Video Conference](#)

To join via phone only - 872-256-4172 Conference ID: 276 527 364#

Questions:

All solicitation questions must be submitted electronically via Bonfire through the “Vendor Discussions” section of the relevant solicitation page. Responses will be posted publicly in Vendor Discussions via addenda.

Bid Deadline Date & Time:

September 1, 2023, at 5 PM EDT

Submission Instructions:

All Bid proposal documents must be submitted on or before, but no later than, 5 PM EDT via the e-procurement portal, Bonfire.

To access the portal, please register as a user. Once registered, chose the relevant opportunity by selecting “View Opportunity.”

All Bid Documents are located on the opportunity page for download. Once completed, please upload the required documents to submit your Bid.

The City strongly recommends allowing sufficient time to complete this process—ideally, a week prior to the deadline—to finalize your submission and to upload your documents. *Late Bids will not be accepted.*

For any Procurement Portal questions, please contact:

Julie Wingfield, Procurement Agent Senior

Julie.Wingfield@charlottenc.gov

(704) 578-4183

Or:

Contact the Bonfire support team at Support@GoBonfire.com or by calling 1-800-354-8010.

About the City of Charlotte

The City of Charlotte provides services to more than 870,000 residents. The city's priorities are workforce and business development; transportation, planning and the environment; safe communities; and great neighborhoods. For the latest news and updates about city government, visit the citywide newsroom at charlottenc.gov/newsroom, and follow @CLTgov on [Facebook](#), [Twitter](#) and [Instagram](#).