



**Burnet County
Request for Proposals #23-6500-01
Bertram Library Café/Gift Shop Space**

Due Date: Tuesday, February 21, 2023 by 2:00pm

Burnet County is requesting sealed proposals from interested, qualified Vendors, for the lease of space approximately 20' X 10' cook/prep area and a shared 20' X 10' seating area in the Bertram Library Building located at 170 S. Gabriel St., Bertram, TX 78605.

Vendor will be required to operate a coffee, gift shop, light sandwich type café or a related business. No open flame cooking, deep frying or loud equipment will be allowed. Current hours of operation will be limited to Monday-Friday 9-5 and Saturday from 10-2.

Start date will be no earlier than April 1, 2023

BID INSTRUCTIONS/REQUIREMENTS

SUBMISSION OF PROPOSALS: One set of all bid documents shall be **sealed** and **marked Bid #23-6500-01** for Burnet County and mailed to:

**Burnet County Purchasing
Karin Smith, Purchasing Agent
133 E. Jackson St.
Burnet, Texas 78611**

Or

An Electronic File may be submitted to bids@burnetcountytexas.org. Electronic files will remain unopened until the due date and time, Tuesday, February 21, 2023 at 2:00 pm.

ON SITE PRE-PROPOSAL BUILDING TOUR

The site may be available for inspection Monday – Friday from 9:00 am – 5:00 pm or by contacting the library at 512-355-2113

For questions prior to due date, please contact Cindy Dalrymple, 512-715-5295,
email:cdalrymple@burnetcountytexas.org



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Pricing Sheet:

Prices to be fixed for two years and may increase in subsequent extensions. Electricity, water and restrooms will be provided at no additional cost.

Required minimum bid of \$600.00 per month.

Provide below a monthly fee to be paid to the County for lease of space at the Bertram Library:

\$ _____

Supplier Information

Company Name: _____

Contact Name: _____

Supplier Address: _____

Supplier E-mail: _____ **Supplier Phone:** _____

Supplier Notes: _____

By submitting your response, you certify that you are authorized to represent and bind your company.

Signature: _____

Printed name: _____