

**REQUEST FOR QUALIFICATIONS (RFQ)
PREFERRED BARTENDER LIST
Venue 1921 at East Ridge**

City of East Ridge, Tennessee

General Information

The City of East Ridge, Tennessee is soliciting Letters of Interest and Requests for Qualifications (RFQ) from experienced, licensed bartending professionals and firms to be considered for inclusion on the **Preferred Bartender List for Venue 1921 at East Ridge**, a premier event space located in East Ridge. Selected bartenders will be eligible to provide beverage service for private and public events hosted at the venue.

This RFQ is intended to identify qualified individuals or companies that demonstrate professionalism, compliance with alcohol service regulations, and excellence in customer service.

Scope of Services

Bartenders selected for the Preferred List will be expected to provide the following services:

- Professional bartending services for events including weddings, corporate functions, community events, private parties, luncheons and dinners.
- Setup, service, and cleanup of bar areas, including management of alcohol inventory and supplies.
- Knowledgeable and responsible alcohol service in compliance with all applicable laws and Venue 1921 at East Ridge policies.
- Coordination with Venue 1921 at East Ridge staff and event hosts to ensure smooth service and guest satisfaction.
- Ability to provide necessary equipment (e.g., portable bars, glassware, mixers) if requested.

Qualifications of Firms/Individuals

Applicants must meet the following minimum qualifications:

- A minimum of three (3) years of experience in professional bartending or beverage service.
- Valid certifications and licenses required for alcohol service in Tennessee (e.g., ABC Server Permit).
- Proof of liability insurance.
- References from past clients or venues.

- Ability to provide bartenders who are trained and certified in responsible alcohol service and customer interaction.
 - Flexibility to work a variety of event types and schedules.
-

Evaluation of RFQs

Submissions will be reviewed by a Selection Committee composed of City staff and Venue 1921 representatives. The Committee may select individuals or firms directly or develop a shortlist for further evaluation. Evaluation criteria will include:

- Professional experience and certifications.
 - References and past performance.
 - Compliance with alcohol service regulations.
 - Ability to meet the needs of diverse events and clientele.
-

Submittal of RFQ

To be considered for inclusion on the Preferred Bartender List, applicants must submit three (3) hard copies and one (1) electronic copy of their Letter of Interest and Qualifications to:

Shawna Skiles

Director of Parks and Recreation
1517 Tombras Avenue
East Ridge, TN 37412
Email: sskiles@eastridgetn.gov

Deadline for submission: 2:30 PM EDT, Wednesday, October 8th, 2025.

All applicants will be notified once the selection process is complete.