



DEPARTMENT OF PROCUREMENT SERVICES

160 South Hollywood Street • Room 126 • Memphis, TN 38112 • (901) 416-5376

NOTICE TO BIDDERS

IFB# 112524VK1 – White Station High Auditorium Sound & Lighting Upgrades

DEADLINE: November 25, 2024 @ 11:15 AM CST

Memphis-Shelby County Schools (MSCS) is accepting bids for the project listed above, in **red**.

A **mandatory** Pre-Bid Meeting will be held at the scheduled time and location listed below.

- To be held on November 7, 2024, White Station High School at 514 S Perkins Road, Memphis, TN 38117 at 10:30 AM CST. Check in at the front office.

Once the Bid has been published, all communication regarding this project must be directed to Procurement Services.

All questions or requests for clarification of technical issues and terms pertaining to this Bid must be emailed to Vanessa Ketcher at ketcherm@scsk12.org by 11:00 AM/CST on November 14, 2024.

Subject line of email shall read “Questions – IFB# 112524VK1 – White Station High Auditorium Sound & Lighting Upgrades.” Questions must specifically reference the section of the Bid to which the question pertains. To prevent an unfair advantage to any respondent, all questions and answers will be posted as an addendum/Q&A on Procurement’s website on **November 18, 2024**, by End of Day.

IMPORTANT DATES:

BID TIMELINE

Bid Posted	October 31, 2024
Pre-bid Date	November 7, 2024, @ 10:30 AM
Questions Due	November 14, 2024 @ 11:00 AM
Q&A Posted	November 18, 2024, by EOD
Bid Submission	November 25, 2024, @ 11:15 AM

Thank you.
Procurement Services
Memphis-Shelby County Schools