



## DEPARTMENT OF PROCUREMENT SERVICES

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

### NOTICE TO BIDDERS

**IFB#01262024TJ-Bruce Elementary School Roof Repairs**  
**Deadline: January 26, 2024 @ 2:15 PM**

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.

**Bruce Elementary School Roof Repairs, 581 South Bellevue Blvd. | Memphis, TN 38104 @ 3:00pm**

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 Toni Jones [jonesta@scsk12.org](mailto:jonesta@scsk12.org) by 10:00 AM/CST on January 16, 2024. Subject line of email shall read "Questions – IFB#01262024TJ- Bruce Elementary School Roof Repairs." 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 January 26, 2024, by 2:15PM.

### IMPORTANT DATES:

<b>Bid Posting</b>	<b>January 3, 2024</b>
<b>Pre-Bid Meeting(s)</b>	<b>January 12, 2024 @ 3:00 pm</b>
<b>Questions or Requests Due</b>	<b>January 16, 2024 @ 10:00am</b>
<b>Questions and Answers Posted</b>	<b>January 18, 2024 @ EOD</b>
<b>Bid Due / Bid Deadline</b>	<b>January 26, 2024 @ 2:15 pm</b>

Thank you.  
Procurement Services  
Memphis-Shelby County Schools