



## DEPARTMENT OF PROCUREMENT SERVICES

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

### NOTICE TO BIDDERS

**IFB 04162024ASB Districtwide Roll-Up Door Preventative Maintenance Services**

**DEADLINE: April 16, 2024 @ 10:00 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 times and locations listed below.

**MSCS Maintenance Warehouse 1364 Farmville Road Memphis TN 38122 April 9, 2024 9:00 a.m. CST**

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 Stacey Brown [BROWNSL3@scsk12.org](mailto:BROWNSL3@scsk12.org) by 11:00 AM/CST on April 10, 2024. Subject line of email shall read "Questions – IFB 04162024ASB Districtwide Roll-U Door Preventative Maintenance Services."

Questions must specifically reference the section of the Bid to which the question pertains. In order 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 April 11, 2024 by EOD.

### IMPORTANT DATES:

<b>Bid Release</b>	<b>April 1, 2024</b>
<b>Pre-Bid Meeting(s)</b>	<b>April 9, 2024 @ 9:00 AM</b>
<b>Questions or Requests Due</b>	<b>April 10, 2024 @ 11:00 AM</b>
<b>Questions and Answers Posted</b>	<b>April 11, 2024 @ EOD</b>
<b>Bid Due / Bid Deadline</b>	<b>April 16, 2024 @ 10:00 AM</b>

Thank you.  
Procurement Services  
Memphis-Shelby County Schools