



## DEPARTMENT OF PROCUREMENT SERVICES

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

### NOTICE TO BIDDERS

**IFB 05172024SB Districtwide Roll-Up Door Preventative Maintenance Services**  
**DEADLINE: May 17, 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 May 8, 2024 9:30 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 May 10, 2024. Subject line of email shall read "Questions – IFB 05172024SB 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 May 13, 2024 by EOD.

### IMPORTANT DATES:

<b>Bid Release</b>	<b>May 2, 2024</b>
<b>Pre-Bid Meeting(s)</b>	<b>May 8, 2024 @ 9:30 AM</b>
<b>Questions or Requests Due</b>	<b>May 10, 2024 @ 11:00 AM</b>
<b>Questions and Answers Posted</b>	<b>May 13, 2024 @ EOD</b>
<b>Bid Due / Bid Deadline</b>	<b>May 17, 2024 @ 10:00 AM</b>

Thank you.  
Procurement Services  
Memphis-Shelby County Schools