



DEPARTMENT OF PROCUREMENT SERVICES

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

NOTICE TO BIDDERS

IFB# 03102021 SCS Districtwide Fire Extinguisher Preventative Maintenance Services
DEADLINE: March 10, 2021 11:00 AM, Central Time

Shelby County Schools (SCS) is accepting bids for the project listed above, in red. A mandatory Pre-Bid Conference will be held at the scheduled time and location listed below. It is highly recommended the contractor's interested in bidding to attend the pre-bid conference. SCS will be practicing "Social-Distancing" for all Pre-Bid meetings and gatherings during this time period in order to promote a safe and healthy working environment for both employees and perspective bidders. Bidders are encouraged to wear appropriate PPE gear during these meetings.

Facilities Conference Room **Monday, February 22, 2021 @ 9:30 AM/CST**
1364 Farmville Road, Memphis, TN 38122

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 William Webb, webbw@scsk12.org and LaJuanna Jones-Sulton, jonessultonlm@scsk12.org by 2:00PM/CST on February 25, 2021. Subject line of email shall read "Questions –IFB #03102021 SCS Districtwide Fire Extinguisher 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 on Procurement's website at the end of the business day on March 3, 2021 by 4:00PM.

IMPORTANT DATES:

Bid Release	February 11, 2021
Pre-Bid Meeting	February 22, 2021, @ 9:30 am
Questions or Requests Due	February 25, 2021, @ 2:00pm
Questions and Answers Posted	March 3, 2021, 4:00 pm
Bid Due / Bid Deadline	March 10, 2021, 11:00 am

Thank you.
Procurement Services
Shelby County Schools