



## DEPARTMENT OF PROCUREMENT SERVICES

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

### NOTICE TO BIDDERS

**IFB# 10112022BLB Mitchell HS & Gardenview ES Chiller Replacements**

**DEADLINE: October 11, 2022 at 1:00 PM, Central Time**

Memphis-Shelby County Schools (MSCS) 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 mandatory that contractor's interested in bidding to attend the pre-bid conference. MSCS 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.

Gardenview Elementary School  
4075 Hartz Dr, Memphis, TN 38116

October 3, 2022 @ 10:00 AM/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 LaQueeya Braxton, [braxtonl@scsk12.org](mailto:braxtonl@scsk12.org) and LaJuanna Jones-Sulton [jonessultonlm@scsk12.org](mailto:jonessultonlm@scsk12.org) by 2:00 PM/CST on October 5, 2022. Subject line of email shall read "Questions –IFB #10112022BLB Mitchell HS & Gardenview ES Replacements". 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 October 6, 2022 by 4:00PM.

### IMPORTANT DATES:

Bid Release	September 27, 2022
Pre-Bid Meeting	October 3, 2022, @ 10:00 am
Questions or Requests Due	October 5, 2022, @ 2:00pm
Questions and Answers Posted	October 6, 2022, @ 4:00 pm
Bid Due / Bid Deadline	October 11, 2022, @ 1:00 pm

Thank you.  
Procurement Services  
Memphis Shelby County Schools