



## DEPARTMENT OF PROCUREMENT SERVICES

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

### NOTICE TO BIDDERS

**IFB # 04182023MT - REMOVAL AND REPLACEMENT OF EXTERNAL DOORS AND WINDOWS  
COVINGTON PIKE HEAD START**

**DEADLINE: April 18, 2023 @ 2:00 PM, Central Time**

Memphis-Shelby County Schools (MSCS) is accepting bids for the project listed above, in **red**.

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 Mary Taylor, [taylor15@scsk12.org](mailto:taylor15@scsk12.org) and LaJuanna Jones-Sulton, [jonessultonlm@scsk12.org](mailto:jonessultonlm@scsk12.org) by 2:00 PM/CST on April 10, 2023. Subject line of email shall read **“Questions –IFB #REMOVAL AND REPLACEMENT OF EXTERNAL DOORS AND WINDOWS COVINGTON PIKE HEAD START**. 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, 2023 by 4:00PM.

### IMPORTANT DATES:

Bid Release	April 4, 2023
Questions or Requests Due	April 10, 2023 @ 2:00pm
Questions and Answers Posted	April 11, 2023 @ 4:00 pm
Bid Due / Bid Deadline	April 18, 2023 @ 2:00 pm

Thank you.  
Procurement Services  
Memphis-Shelby County Schools