



## DEPARTMENT OF PROCUREMENT SERVICES

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

### NOTICE TO BIDDERS

**IFB# 01032023LJS Remove and Replace Ceiling Tiles, Floor Tiles and External Doors at Hanley Headstart Center**

**DEADLINE: January 3, 2023 at 11:00 AM, CST**

Memphis-Shelby County Schools (MSCS) is accepting bids for the project listed above, in **red**. A Pre-Bid Meeting(s) **will not** be required for this project.

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 LaJuanna Jones-Sulton, [jonessultonlm@scsk12.org](mailto:jonessultonlm@scsk12.org) and Mary Taylor, [taylorm15@scsk12.org](mailto:taylorm15@scsk12.org) 2:00 PM/CST on December 16, 2022. Subject line of email shall read “Questions –IFB #01032023LS Remove and Replace Ceiling Tiles, Floor Tiles and External Doors at Hanley Headstart Center”. 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 December 20, 2022 by 4:00PM, CST.

### IMPORTANT DATES:

Bid Posted	December 13, 2022
Questions or Requests Due	December 16, 2022, @ 2:00pm CST
Questions and Answers Posted	December 20, 2022, @ 4:00 pm CST
Bid Due / Bid Deadline	January 3, 2023, @ 11:00 am CST

Thank you.  
Procurement Services  
Memphis-Shelby County Schools