



DEPARTMENT OF PROCUREMENT SERVICES

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

NOTICE TO BIDDERS

**IFB# 05242021LJS SCS Districtwide Fire Alarm Testing, Inspection and Maintenance Services
DEADLINE May 24, 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
1364 Farmville Road, Memphis, TN 38122

Monday, May 10, 2021 @ 9:30 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 William Webb, webbw@scsk12.org and LaJuanna Jones-Sulton, jonessultonlm@scsk12.org by 2:00PM/CST on May 13, 2021. Subject line of email shall read "Questions –IFB #05242021LJS SCS Districtwide Fire Alarm Testing, Inspection and 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 on May 17, 2021 by 4:00PM.

IMPORTANT DATES:

Bid Release	May 4, 2021
Pre-Bid Meeting	May 10, 2021, @ 9:30 am
Questions or Requests Due	May 13, 2021, @ 2:00pm
Questions and Answers Posted	May 17, 2021, @ 4:00 pm
Bid Due / Bid Deadline	May 24, 2021, @ 11:00 am

Thank you.
Procurement Services
Shelby County Schools