



## DEPARTMENT OF PROCUREMENT SERVICES

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

### NOTICE TO BIDDERS

**IFB 11132023BJKG for Melrose HS Football Stadium Lockers**  
**DEADLINE: November 13, 2023 @ 2:00 PM/CST**

Memphis-Shelby County Schools (MSCS) is accepting bids for the project listed above, in **red**. A **mandatory** Pre-Bid Meeting will be held at the scheduled time and location listed below.

**Melrose HS- 2619 Park Ave. | Memphis, TN 38114 @ 11:30am**

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 JaNese Graves [gravesj1@scsk12.org](mailto:gravesj1@scsk12.org) and Mary Taylor, [taylorm15@scsk12.org](mailto:taylorm15@scsk12.org) by 2:00 PM/CST on November 2, 2023. Subject line of email shall read “Questions – IFB11132023BJKG-Melrose HS Football Stadium Lockers.” Questions must specifically reference the section of the Bid to which the question pertains. 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 November 6, 2023 by the end of day.

### IMPORTANT DATES:

Bid Release	October 24, 2023	
Pre-Bid Meeting	October 31, 2023	@ 11:30 AM
Questions Due	November 2, 2023	@ 2:00 PM
Q & A Posted	November 6, 2023	@ EOD
Bid Due	November 13, 2023	@ 2:00 PM

Thank you.  
Procurement Services  
Memphis-Shelby County Schools