



## DEPARTMENT OF PROCUREMENT SERVICES

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

### NOTICE TO BIDDERS

**IFB #01312023LJS Auditorium Lighting Upgrades (3) Locations**

**DEADLINE: January 31, 2023 @ 2:00 PM, Central Time**

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. It is mandatory that contractor's interested in bidding to attend the pre-bid conference.

**Manassas High School, 1111 Manassas Street, Memphis, TN 38107 January 17, 2023 @ 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 LaJuanna Jones-Sulton, [jonesultonlm@scsk12.org](mailto:jonesultonlm@scsk12.org) and LaQueeya Braxton, [braxtonl@scsk12.org](mailto:braxtonl@scsk12.org) by 2:00 PM/CST on January 20, 2023. Subject line of email shall read "Questions –IFB #01312023LJS Auditorium Lighting Upgrades (3) Locations". 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 January 24, 2023 by 4:00PM.

### IMPORTANT DATES:

Bid Release	January 9, 2023
Pre-Bid Meeting	January 17, 2023 @ 9:30 am
Questions or Requests Due	January 20, 2023 @ 2:00pm
Questions and Answers Posted	January 24, 2023 @ 4:00 pm
Bid Due / Bid Deadline	January 31, 2023 @ 2:00 pm

Thank you.  
Procurement Services  
Memphis-Shelby County Schools