



Department of Procurement Services

3176 Jackson Avenue · Memphis, TN 38112 · (901) 416-5550

QUESTIONS AND ANSWERS

IFB 07292026MT – Miscellaneous Food Bid 2026-2027 SY

1. Is electronic signature acceptable?

Answer: Yes, an electronic signature is acceptable, however, you will need to sign these and mail in and/or hand deliver to MSCS no later than Date Due: July 29, 2026, at 11:00 am CST. All documents must be enclosed in a sealed envelope with the IFB number on the outside of the envelope (IFB # 07292026MT) for this bid.

2. How will vendors be notified of awards once the decision has been made?

Answer: Vendors will be notified via email of who was awarded and who was not. MSCS will provide an Intent to Award letter to all responding bidders. MSCS will also post a Bid Tabulation on the MSCS website and reference this IFB number.

3. Are we able to hide tabs and line items we are not bidding in our submittal?

Answer: No please do not hide any tabs. Please provide the items that you are bidding.

4. Are we able to omit the bid instructions in our final submittal, and only include the forms included on pages 10 & 11?

Answer: Please make sure to submit every form required as stated on pages 10 & 11. The bid instructions should be included in the packet. All forms that are referenced in the IFB should be included in your bid packet to us.

5. Are full cases needed for sample testing? If not, how many servings are needed for sampling?

Answer: You will need to follow the sample instructions. If the Menu Planning Committee approves your sample, they will let you know what is needed as far as the number of servings and cases needed. We do request that you send in one full case that you are approved to send in samples for.

Thank you,

Procurement Services