



Savannah-Chatham County Public School System

208 Bull Street / Savannah, Georgia 31401 / 912.395.5600

November 30, 2023

TO ALL BIDDERS OF RECORD:

Please be advised that the Savannah-Chatham County Board of Public Education is currently requesting Bids for **Kitchen Grease Trap Cleaning Services for School Nutrition Program (Annual Contract) under Bid #24-24**. As a courtesy, a copy of the solicitation document is available via the District's web page at www.sccpss.com.

Bids will be accepted prior to **11:00 a.m., Tuesday, January 9, 2024**, at which time they will be publicly opened and examined. Time is of the essence, and any bid received after this deadline for submission will not be accepted. Bidders are responsible for ensuring that their bids are timely received and stamped by Purchasing Department personnel. **If a Bidder does not receive an email confirmation that its bid has been received and registered between 9:00am and 5:00pm on the day the BID is sent or prior to 10:59:59:99 a.m., on January 9, 2024, then the Bidder should email or call the Purchasing Department at (912) 395-5572 to confirm receipt. While SCCPSS will accept all bids received by the purchasing@sccpss.com email account by 10:59:59:99 a.m., on January 9, 2024, bidders should not wait until the last minute to submit bids. Any bid not received by 10:59:59:99 a.m., will be rejected.**

It shall not be sufficient to show that the bid was sent by email before the scheduled deadline.

If you have any questions concerning this solicitation, please submit them in writing to **Sabrina L. Scales, NIGP-CPP, CPPB, Senior Purchasing Director** at purchasing@sccpss.com. Please note that all communications relating to this solicitation must be directed to the Purchasing Department pursuant to SCCPSS policy.

Very Truly Yours,


Sabrina L. Scales, NIGP-CPP, CPPB
Senior Purchasing Director