



Savannah-Chatham County Public School System

208 Bull Street / Savannah, Georgia 31401 / 912.395.5600

November 12, 2023

TO ALL BIDDERS OF RECORD:

Please be advised that the Savannah-Chatham County Board of Public Education is currently requesting **Bids (ITBs) for "As Needed" Doors, Frames, Hardware and Installation Services for Contracts under \$100,000 (Annual Contract) under BID C24-10.** 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., on December 12, 2023**, at which time they will be publicly opened and examined. Time is of the essence, and any Bid (ITB) 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 9:00 a.m. and 5:00 p.m. on the day the Bid is sent or prior to 10:59:59:99 a.m., on December 12, 2023, 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 December 12, 2023, 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 proposal 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, Interim Senior Director of Purchasing** 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
for Sabrina L. Scales, NIGP-CPP, CPPB
Interim Senior Director of Purchasing