



Savannah-Chatham County Public School System

208 Bull Street / Savannah, Georgia 31401 / 912.395.5600

June 11, 2023

TO ALL PROPOSERS OF RECORD:

Please be advised that the Savannah-Chatham County Board of Public Education is currently requesting RFPs for Interscholastic Sports and Voluntary Student Accident Insurance (Annual Contract) under RFP 24-06. As a courtesy, a copy of the solicitation document is available via the District's web page at www.sccpss.com.

Proposals will be accepted prior to **2:00 p.m., Tuesday, July 11, 2023**, at which time they will be publicly opened and registered. Time is of the essence, and any proposals received after this deadline for submission will not be accepted. Proposers are responsible for ensuring that their bids are timely received and stamped by Purchasing Department personnel. **If a Proposers 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 RFP is sent or prior to 1:59:99 p.m., on July 11, 2023, then the Proposer should email or call the Purchasing Department at (912) 395-5572 to confirm receipt. While SCCPSS will accept all RFPs received by the purchasing@sccpss.com email account by 1:59:99 p.m., on July 11, 2023, proposers should not wait until the last minute to submit proposals. Any proposal not received by 1:59:99 p.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 **Kathleen Watson-Scott, CPPB, Purchasing Agent** 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
Purchasing Director