



*Savannah-Chatham County Public School System*

208 Bull Street / Savannah, Georgia 31401 / 912.395.5600

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June 26, 2020

**TO ALL BIDDERS OF RECORD:**

Please be advised that the Savannah-Chatham County Board of Public Education is currently requesting Bids for Fire Sprinkler/Fire Inspection, Testing and Repair Services (Annual Contract) under Bid #21-11. As a courtesy, a copy of the solicitation document is available via the District's web page at [www.sccpss.com](http://www.sccpss.com).

Bids will be accepted prior to **11:00am, Tuesday, July 28, 2020**, 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 11:00am on July 28, 2020, 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](mailto:purchasing@sccpss.com) email account by 11:00 am on July 28, 2020, bidders should not wait until the last minute to submit bids. Any bid not received by 11:01 am will be rejected. It shall not be sufficient to show that the bid was sent by email before the scheduled deadline.**

While all forms are required, Bidders will not be required to submit notarized forms with their initial bid submittal due to COVID-19. However, all forms must be signed. The successful Bidder will be required to submit notarized forms when normal operations resume. If the successful Bidder fails to supplement the notarized forms with notarized copies or if it appears that a form originally submitted was false, then the District reserves the right to rescind any contract before or after award and/or hold the Bidder liable for damages.

If you have any questions concerning this solicitation, please submit them in writing to **Kathleen Watson-Scott, CPPB, Purchasing Agent** at [purchasing@sccpss.com](mailto: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, CPPB  
Purchasing Director