



Department of Procurement Services

160 Glenn Rogers Sr. Street · Room 126 · Memphis, TN 38112 · (901) 416-5376

April 4, 2025

Addendum #II: IFB04162025MES – CNC Automatic Gas Convection Steamers

Dear Bidders:

This Addendum forms a part of the Contract Documents. The Contractor shall acknowledge receipt of this Addendum on the Bid Form. Failure to do so may subject the Bidder to disqualification. Addendum II shall be located on the MSCS Procurement website, [Procurement \(scsk12.org\)](http://Procurement(scsk12.org). For your convenience, the Addendum II is attached.

Item #1 – PART III: BID SUBMISSION REQUIREMENTS, 1.0 GENERAL FORMAT, A.

The original language stated the following:

Bidders must submit one (1) hard copy and one (1) electronic copy of bid pricing in Microsoft Office Excel 2007 Workbook format. A template worksheet will be provided by the Shelby County Board of Education. No other form will be considered. All Bidders must submit a USB flash drive (readable by Microsoft Windows 7 version) as well as include copies of bid documents, bid worksheets and related documents. Also, bidders must provide a hardy copy of bid worksheets typewritten as a backup. In case of errors in extensions, the unit price shall prevail. Electronic media shall bear a label on the outside containing the IFB number and name as well as the name of the Bidder and include all requested information and documents. **SCBE RESERVES THE RIGHT TO CONTRACT IN THE BEST INTEREST OF SCBE, AND TO REJECT ANY AND ALL BIDS AT ANY TIME PRIOR TO AWARD.**

The revised language reads as follows:

All Bidders must submit a USB flash drive (readable by Microsoft Windows 7 version) as well as include copies of bid documents, bid worksheets and related documents. Also, bidders must provide a hardy copy of bid worksheets typewritten as a backup. In case of errors in extensions, the unit price shall prevail. Electronic media shall bear a label on the outside containing the IFB number and name as well as the name of the Bidder and include all requested information and documents. **SCBE RESERVES THE RIGHT TO CONTRACT IN THE BEST INTEREST OF SCBE, AND TO REJECT ANY AND ALL BIDS AT ANY TIME PRIOR TO AWARD.**

Thank you,
Procurement Services