



*Savannah-Chatham County Public School System*

*208 Bull Street / Savannah, Georgia 31401 / 912.395.5600*

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February 21, 2022

**TO ALL BIDDERS OF RECORD:**

Please be advised that the Savannah-Chatham County Board of Public Education is currently requesting proposals for **Auditing Services (Annual Contract)** under **RFP #22-38**. 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).

Proposals will be accepted and registered prior to **March 24, 2022 at 11:00 A.M.**, at which time no additional proposals shall be accepted. **Time is of the essence, and any proposal received after this deadline for submission will not be accepted.** Offerors are responsible for ensuring that their proposals are timely received and registered by Purchasing Department personnel. If an Offeror does not receive an email confirmation that its proposal has been received and registered between the hours of 9:00 A.M. and 5:00 P.M. on the day the proposal is sent or prior to **10:59:99 A.M. on March 24, 2022**, then Offeror should email or call the purchasing department at (912) 395-5572 to confirm receipt. While the SCCPSS will accept all proposals received by the [purchasing@sccpss.com](mailto:purchasing@sccpss.com) email account by **10:59:99 A.M.**, Offerors should not wait until the last minute to submit proposals. **Any proposals not received by 10:59:99 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 **Joan Carter, Lead 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, NIGP-CPP, CPPB  
Purchasing Director