

TO: All Bidders

FROM: Nick Edwards, Sourcing Analyst

DATE: April 20, 2016

SUBJECT: Paper Bid Process for Event 9457

The State of Tennessee is preparing for an upgrade to our procurement system, which will shut down all electronic bids for approximately two weeks. Due to the timing of this update, the Central Procurement Office is requesting all bids for Event 9457 be completed and returned to the address below in paper form due by May 18, 2016 at 2PM CST.

The contractor's license must be completed and attached before a bid can be submitted. All bids received without a contractor's license will be deemed non-responsive. Information about obtaining a contractor's license, as well as, all procurement documents can be found on the Central Procurement Office's website, listed below.

If you have any questions about this process, don't hesitate to contact me. Thank you for being patient with us as we work through this procurement.

Respectfully,



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