



ST. TAMMANY PARISH

MICHAEL B. COOPER
PARISH PRESIDENT

NOTICE TO BIDDERS

ST. TAMMANY PARISH

Bid # 20-25-2 – Skillet & Kettle – Jail Kitchen

Sealed bids will be received by the Department of Procurement, until 2:00 p.m., **Friday, December 18, 2020** and then opened and read publicly at that time by the Procurement Staff for the following project:

Each paper bid must be submitted in a sealed envelope. The outside of the envelope shall show the Name and Address of the Bidder, the Project Name and the Bid Number.

Specifications may be obtained online at <http://www.stpgov.org/> or at www.bidexpress.com. It is the Vendor's responsibility to check the Parish website frequently for any possible addenda that may be issued. The Parish is not responsible for a Vendor's failure to download any addenda documents required to complete a submission.

A Non - Mandatory Pre-Bid Conference will be held at 9:00 AM CST/CDT on Tuesday, December 8, 2020, at the St. Tammany Parish Jail, 1200 Champagne Street, Covington, LA 70434.

Bids will be received at 21454 Koop Dr., Suite 2F, Mandeville, LA 70471 from each bidder or his agent and given a written receipt, by certified mail with return receipt requested, or electronically at www.bidexpress.com.

Due to the COVID-19 pandemic, and in an effort to help slow the spread of the virus, Openings will take place outside at the "Pavilion" of Building B located at 21454 Koop Drive, Mandeville, La. 70471. Any questions regarding this should be directed to the Department of Procurement via email at purchasing@stpgov.org. Please call the Procurement office at 985-898-2520 and we will meet you at the front entrance of Building B to collect bids and issue a receipt.

Procurement Department