



June 1, 2017

BID MEMORANDUM

To: Bid Processors

From: Dr. Darren Berrong, Superintendent

Subject: Bids for Propane

You are invited to bid for propane services for the Towns County School System. The bids must be received in the Superintendent's office at 67 Lakeview Circle, Suite C, Hiawassee, GA 30546 by **Monday, July 3, 2017**. The Bids will be opened at **11:00 am**. The winning bid will be awarded at the Work Session meeting, July 3, 2017 at 7:00 pm, and all bidders will be notified the next day.

The outside of the **Sealed Envelope** should be marked "**Propane Bid**".

The period covered by this bid will be August 1, 2017 through July 31, 2018.

The Board of Education reserves the right to reject any or all bids. It also reserves the right to cancel the agreement with the successful bidder with a 30 day written notice.

Successful bidder must provide proof of \$1 million dollar liability insurance coverage at the time the bid is submitted.