

**REQUEST FOR PROPOSALS FOR
JANITORIAL SERVICES 2021-12**



City of Freeport
200 W Second St
Freeport, TX 77541

DEADLINE: Tuesday, November 30, 10:00 a.m. CST

The Due Date has changed. Addendum #1

REQUEST FOR PROPOSALS (RFP)

Janitorial Services 2021-12

Invitation for Proposals

The purpose of the Request for Proposal (RFP) is to obtain quotes and/or bids for providing janitorial service for City Facilities for December 2021 – November 2022.

All Communication regarding this RFP and for obtaining a complete RFP packet of information should be directed to;

Betty Wells
City Secretary
200 West 2nd Street
Freeport TX. 77541
bwells@freeport.tx.us

To be considered, each contractor must submit a completed proposal bid form, certificate of liability insurance, and any additional information requested in the RFP with their proposal packet. The proposal bid form must be signed and include a statement as to the period during which the proposal remains valid.

Responses to this RFP will be evaluated based on a selection process consisting of:

- A review by the city of the contractor's response to the RFP, to determine if the proposal meets all criteria for consideration.
- Relevant experiences, project understanding, project requirements, strength of the proposal, and proposed fees.

Every effort will be made to adhere to the following schedule:

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|---------------------------------------|--|
| • Distribute RFP | Date: November 10, 2021 |
| • Pre-Bid site inspections with Staff | Date/Time: November 17, 2021 10:00 a.m. |
| • Proposal Submission Deadline | Date/Time: November 30, 2021 10:00 a.m. |
| • Selection | Date: December 6, 2021 |

Proposals will be accepted until 10:00 am on November 25, 2021.

Envelopes shall be clearly marked "Janitorial Services 2021-12" on the outside of the envelope.