



PROCUREMENT NOTICE

This Procurement Notice is issued by the Government of Bermuda (the “Government”) to provide summary information in relation to a specific procurement, as detailed below.

1. Subject Matter of Procurement

RFX Title: **Provision of Janitorial Services at Tynes Bay Waste to Energy Facility**

RFX Number: **2021-003-MPW**

Purchase Type: **Service**

The Department of Works and Engineering (DW&E), Tynes Bay section is seeking bids from established cleaning firms to provide janitorial services at the Tynes Bay Waste to Energy Facility.

It is important to note that the successful respondent's employees must comply with safety, health and security requirements and will require security clearance and, where applicable, work permits. It is also important to note that the DW&E departments will be looking for a solution that takes into account, where practical, the environmental impact of cleaning materials used.

The quality of janitorial services is a reflection of the DW&E image and its ability to provide a safe, attractive and clean environment for its employees and customers. The successful respondent is expected to meet minimum safety, efficiency and quality standards. It is also expected to ensure on-site managerial personnel with experience and expertise in providing janitorial services during the hours of cleaning. DW&E requires the successful bidder to maintain reasonable employment standards.

Fees shall be charged on a monthly basis, payable monthly in arrears.

The successful contractor shall be responsible for providing to the satisfaction of the DW&E appointed manager a full Cleaning Service to the premises. The successful contractor shall be responsible for supplying all labour, equipment, and consumables necessary to perform the work.

2. How to Obtain Relevant Documents

All relevant documents for this procurement are posted at <https://www.gov.bm/procurement-notice>.

3. Procuring Entity's Name

Name of Ministry: **Ministry of Public Works**

Name of Department: **Department of Works and Engineering**

4. Contact Information

Mr. Stuart Matthews at email shmatthews@gov.bm

5. Language of Submissions

Unless otherwise indicated, all submissions shall be in English only.

6. Important Dates

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| Issue Date | Wednesday January 20, 2021 |
| No Pre-Bid / Site Meeting | N/A local time |
| Deadline for Questions | Wednesday February 03, 2021 local time |
| Deadline for Issuing Addenda | Tuesday February 09, 2021 local time |
| Submission Deadline | Wednesday February 17, 2021 03:00:00 PM local time |
| Anticipated Final Ranking | |
| Contract Negotiation Period | 0 calendar days |
| Anticipated Execution of Agreement | Thursday April 01, 2021 |

All times listed are in Atlantic Standard Time (AST).

7. Location of Submission

Responses to this solicitation shall be submitted to the following location:

Tender Box at the Ministry of Public Works,
Located on the 3rd Floor, General Post Office Building,
56, Church Street, Hamilton, HM12, Bermuda.

E-mail and facsimile submissions are not accepted. However, copies of your proposal may be sent in MS Word or Adobe PDF format via a USB drive or CD with your hard copy submittal.