



## **Request for Proposal for Cleaning Services**

October 22, 2018

Firelands Electric Cooperative, Inc. is requesting proposals for cleaning services for Firelands Electric Cooperative's brand new headquarters facility. We require full cleaning of our facility three times a week, preferably after normal business hours. The cleaning service will be responsible for providing cleaning products and paper products and Firelands Electric Cooperative will reimburse the cost of these products and tools. Cleaning will only be required on the inside of the facility, including but not limited to dusting, cleaning interior of windows, vacuuming and cleaning floors, cleaning restrooms, refilling paper products and wiping down surfaces.

The proposer must carry insurance as required, including worker's compensation and comprehensive general liability insurance of \$1,000,000 per occurrence in Ohio.

The position will be available beginning December 1<sup>st</sup>. If you are interested in bidding and would like to view the facility or building plans, please contact Shelley Magyar or Tabi Shepherd at (419) 929-1571.

All quotes shall be guaranteed for a period of one year from the date of award. In addition, a contract must be signed for a period of one year. Proposals will be due no later than November 8, 2018 at 4:00 p.m. to Shelley Magyar, Firelands Electric Cooperative at One Energy Place, New London, OH 44851.