
RFP – Catoosa County Government Facilities – Annual Janitorial Services

Catoosa County Board of Commissioners is seeking responders to submit proposals for a 12 – month contract for the performance of Janitorial Services at multiple government sites throughout the county to begin January 2021. This contract is subject to annual review on or near its anniversary. Janitorial Services are specified in Request for Proposal Document.

Request for Proposal Document is available on the county website at www.catoosa.com/bids or by contacting the Projects Administrator at BidQuestions@catoosa.com.

MANDATORY Pre-Proposal meeting will be held on November 3, 2020 at 10:00 a.m. local time. Meeting will begin at Catoosa County Government Building located at 800 LaFayette Street, Ringgold, Georgia. Facility tours will follow meeting. Be prepared to walk or drive to the different locations.

Proposal - Original plus two copies (total THREE (3) must be sealed and delivered in person, by mail or overnight delivery service to the office of the Board of Commissioners, 800 LaFayette Street, Ringgold, GA 30736 not later than 4:00 p.m. local time on Friday, November 13, 2020. The envelope shall state “SEALED PROPOSAL – JANITORIAL SERVICES” to prevent accidental opening. Proposals shall be identified on the exterior of the sealed envelope with all the information required by law, including the name of the project and the bidder's name and address. Any proposal received after this time will not be considered.

Contractor must have minimum Worker’s Comp and General Liability Insurance in full force and effect. No proposal will be considered unless it is accompanied by satisfactory evidence that the Bidder holds any and all necessary or required Federal, State or local licenses and/or permits. Pursuant to O.C.G.A. § 13-10-91, all contractors and sub-contractors performing work within the State of Georgia on a contract with a public employer must register and participate in a federal work authorization. Catoosa County will require certification for contractor that this requirement has been met. Each Respondent shall submit with its proposal a copy of current Business License &/or Occupational Tax Certificate issued in the state it resides. If bidder cannot provide this License, it will be required to obtain one from Catoosa County if it is the Awarded Respondent. Qualifications of the Bidder will be reviewed before the Award of the Contract.

Catoosa County reserves the right to accept or reject any and all proposals, to waive formalities, technicalities or irregularities and to re-advertise if necessary. The contract between Catoosa County and the selected responder shall be subject to the payment agreement drawn up between Catoosa County and the selected responder.