Corporation of the Municipality of Morris-Turnberry  
Request for Proposal  
‘Cleaning Services’

Sealed proposals, addressed Request for Proposal (RFP) – Cleaning Services, will be received by the Municipality of Morris-Turnberry, until 12:00noon local time on Tuesday January 30, 2018.

Schedule of Quoted Price:

<table>
<thead>
<tr>
<th>Item Description</th>
<th>Amount in Dollars</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>1. Morris-Turnberry Municipal Office and Council Chambers</strong></td>
<td>$ ____________</td>
</tr>
<tr>
<td>41342 Morris Road</td>
<td>1 time per week</td>
</tr>
<tr>
<td><strong>2. Morris-Turnberry Works Garage Lunch Room</strong></td>
<td>$ ____________</td>
</tr>
<tr>
<td>41342 Morris Road</td>
<td>1 time per week</td>
</tr>
<tr>
<td><strong>3. Turnberry Works Garage – lunch room and office area</strong></td>
<td>$ ____________</td>
</tr>
<tr>
<td>65 B-Line Road</td>
<td>1 time every other week</td>
</tr>
<tr>
<td><strong>HST</strong></td>
<td>$ ____________</td>
</tr>
</tbody>
</table>

**Total Proposal Price** $ ____________

Estimated Start Date: ______________________________

NOTE – WSIB: Please attached a copy of your WSIB Clearance Certificate or your Notice of Independent Operator Status.

Insurance Coverage: Please attached a copy of your liability insurance, with a minimum of $1,000,000.00

Dated at This day of 2018

________________________
Cleaner’s Signature

Cleaner’s name and Address: ____________________________

________________________
________________________

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Cleaning Services Requirements:

The following are the requirements that must be cleaned each cleaning, or as noted:

1. **Morris- Turnberry Municipal Office and Council Chambers** 41342 Morris Road
   
   1 time per week.
   
   1. All of the Council room and Office area, including the washrooms and the kitchen and entrance.
   
   2. Furniture, counters, desks, kitchen counter and dishes, rugs and flooring
   
   3. Windows and walls, as required.

2. **Morris-Turnberry Works Garage – lunch room area** 41342 Morris Road
   
   1 time per week.
   
   Lunch Room:
   
   1. All furniture, counters, flooring, table and washroom
   
   2. Windows and walls, as required.

3. **Turnberry Works Garage – lunch room and office area** 65 B-Line Road
   
   1 time every other week.
   
   Lunch room and office area:
   
   1. All furniture, counters, flooring, table and washroom
   
   2. Windows and walls, as required.