

**REQUEST FOR PROPOSALS/QUOTES FOR JANITORIAL SERVICE FOR THE GARRETT CITY
HALL AND THE GARRETT POLICE DEPARTMENT**

The Garrett Board of Public Works and Safety hereby Request Proposals/Quotes to Provide Janitorial Service for the Garrett City Hall and the Garrett Police Department. Those proposals shall be submitted in writing and in a sealed envelope marked City Hall Janitorial Proposal/Quotes or words similar to that. The proposals/Quotes are to be submitted to the Garrett Board of Public Works and Safety on or before February 7, 2023 at 8:30am. The proposals/quotes will be opened and read aloud at that meeting and then taken under advisement.

The specifications for the janitorial services requested are available at the office of the Clerk-Treasurer located in City Hall at 130 South Randolph Street, Garrett, Indiana 46738. The successful bidder will be required to sign a written Contract with the City of Garrett requiring, among other things, a detailed description of the services that are to be provided, E-verify Certification and proof of insurance in companies and amounts approved by the City.

The successful bidder will be required to carry personal injury and property liability insurance in a combined single limit of at least \$1,000,000.00. The successful bidder will be an Independent Contractor and not an employee.

Any questions shall be directed to the Clerk-Treasurers at City Hall 130 South Randolph Street, Garrett, Indiana 46738, phone 260-357-4151.



Marcie Conkle, Clerk-Treasurer of the City
Of Garrett /