



**Request for Tender
No. RFT22EV02-SOR**

**Cleaning services to
City of Swan facilities in
Midland Place and suburb
of Gidgegannup**

The Principal is seeking tenders from suitably experienced commercial cleaning contractors to provide commercial cleaning services across various City of Swan buildings and public facilities located in Midland Place and suburb of Gidgegannup.

Obtaining Documentation: Requirements, criteria and documentation may be obtained by visiting the website: www.tenderlink.com/swancity/. If you have any issues contact the Contracts and Procurement Manager by email to tenders@swan.wa.gov.au.

Deadline: 2:00PM AWST,
Wednesday 9 February 2022

Briefing/Site Inspection:
Attendance at this meeting is not mandatory. Tenderers are invited to attend two site inspections. Briefing one: 7:30am to 2:20pm AWST, Thursday 27 January 2022. Briefing two: 7:45am to 12:50pm AWST, Saturday 29 January 2022. The starting location of the meetings is the Ferguson Pavilion, Lot 70 Great Northern Highway, Middle Swan and Swan Caring Centre, 2 Templeman Place, Midland respectively. After the inspection of this building is completed, the Principal and the Tenderers will travel immediately to other locations where other site visits will be conducted. Please confirm your attendance for both site inspections via email to tenders@swan.wa.gov.au by no later than 4:00 PM AWST, Tuesday 25 January 2021. A register of attendees will be maintained for the site inspections. Tenderers must register under the company name of which they intend to submit their offer under. Failure to attend both site inspections will not render the Respondent ineligible to respond but may compromise the quality of their Tender.

Lodgement:
The Tender must be uploaded electronically through the City's E-tendering portal (<https://www.tenderlink.com/swancity/>).

The lowest price or any Tender will not necessarily be accepted. A Tender that is not lodged with the City before the Tender deadline will not be considered for evaluation. Tenders lodged by hardcopy, email or facsimile will not be accepted.

Canvassing of any City of Swan Councillors or Officers will disqualify Tenderers from the Tender process.

**Jeremy Edwards
CHIEF EXECUTIVE OFFICER**