



Resort Village of Candle Lake

Date: October 17, 2022

Tender #: 01-22

Tender Title:	Two-year Contract for Hall, Health Center and Fire Department Maintenance and Janitorial Services
Contact Information:	Andrea Crowdis, Manager of Recreation and Community Development 306-929-2236 parksrec@candlelake.ca

The Resort Village of Candle Lake will receive tenders for Two-year Contract for Hall, Health Center and Fire Department Maintenance and Janitorial Services ('the contract'). All interested bidders must submit a completed Bid Form to Andrea Crowdis, Manager of Recreation and Community Development, by email: parksrec@candlelake.ca

1. SCOPE

Two-year contract position of Maintenance and Janitorial Worker to commence January 1st, 2023.

2. RVCL RESPONSIBILITY ITEMS

The Resort Village of Candle Lake shall provide for the Contractor's use:

- Cleaning supplies, soaps, waxes, paper products, etc.
- Cleaning tools, brushes, mops, buckets, shovels, etc.
- Maintenance tools of a cleaning nature such as polisher/washer
- Maintenance supplies such as light bulbs, garbage bags, rodent control (to be supplied upon request)

The Resort Village of Candle Lake reserves the right to terminate 'the contract' at their discretion.

3. VENDOR RESPONSIBILITY ITEMS

The vendor is required to meet with Andrea Crowdis, Manager of Recreation and Community Development on site to examine and understand the scope of work prior to submitting a bid. The vendor will be responsible for all items identified in Schedule -A-

4. TIMETABLE/SCHEDULE

Procurement Schedule	Date
Bid Submission deadline	16:00 CST December 1 st , 2022

5. EVALUATION CRITERIA

The evaluation of bids received will be on the basis of the following:

- Viewing of site/scope of work completed prior to bidding
- Proposal accepts criteria in Schedule -A-;
- Price;
- Warranty if applicable

- End of Tender Statement -