

INVITATIONS TO TENDER FOR JANITORIAL SERVICES TO

George Town Primary School (DTC/EDU/GTPS/JUL15)
Lighthouse School (DTC/EDU/LHS/JUL15)
Prospect Primary School (DTC/EDU/PPS/JUL15)
Savannah Primary School (DTC/EDU/SPS/JUL15)
John Gray High School (DTC/EDU/JGHS/JUL15)

Project Scope

The Department of Education Services invites the submission of tenders from interested parties for the provision of Janitorial Services to the above-mentioned schools for the period September 1st, 2015 through August 31st, 2017.

Tender documents will be issued on application to interested parties. The tender package will include details of cleaning activities to be carried out, cleaning supplies and materials required, and the number and types of rooms to be cleaned.

Eligibility for Tender

In order for the tender to be considered it must include:

1. A copy of their current business license relevant to the service being tendered or appropriate evidence that such a license has been applied for as of July 30th 2015.
2. A letter from the Health Insurance Provider that:
 - a) states the bidder is in compliance with the Health Insurance Law as of July 30th, 2015,
 - b) and includes a plan statement showing employees covered under the plan.
3. A letter from the Pension Provider that:
 - a) states the bidder is in compliance with the National Pensions Law as of July 30th, 2015,
 - b) and includes a plan statement showing employees covered under the plan.
4. Evidence to show that they have been conducting business in the provision of janitorial services for the past three (3) consecutive years.
5. Evidence to show they have for the past two (2) years provided janitorial services to businesses with commercial space in excess of:
 - a. George Town Primary School – 24,800 square feet
 - b. Lighthouse School – 38,000 square feet
 - c. Prospect Primary School – 28,000 square feet
 - d. Savannah Primary School – 29,200 square feet
 - e. John Gray High School – 73,192 square feet
6. Evidence to demonstrate that they have sufficient janitorial and supervisory staff and man hours to provide the level of service required by this contract.
7. Proof of ability to obtain public liability insurance of at least CI\$2,000,000.00 (CI two million dollars).
8. A bank reference letter.
(Letter must be current and be dated no earlier than three weeks prior to the August 13th 2015).

Collection and Access to Tender Documents

Tender application documents can be collected in Grand Cayman from the Department of Education Services, Room 201 – 2nd Floor, 130 Thomas Russell Avenue, George Town (Jenny Rivers at 244-1840/925-4107 or Racquel Parsons 244-1843/925-4107) or in Cayman Brac from the Teachers Centre, 28E Student Drive, Cayman Brac (Tammy Banks-DaCosta Hopkins at 948-0356).

Completed documents must be returned to the Department of Education Services, Room 201 – 2nd Floor, 130 Thomas Russell Avenue, George Town, Grand Cayman or Teachers Centre, 28E,



DEPARTMENT OF
EDUCATION SERVICES
CAYMAN ISLANDS GOVERNMENT

Department of Education Services, 130 Thomas Russell Avenue,
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Cayman Brac in the envelope provided before 12 noon on Friday 10th August 2015. The envelope should not show any indication of bidders name.

The Cayman Islands Government does not bind itself to accept the lowest bid, or any other tender and will not defray any cost incurred by applicants.

All Bidders are requested to submit any questions they may have 5 days prior to the tender return date by contacting either **Jenny Rivers at 244-1840/925-4107, or Racquel Parsons at 244-1853/925-4107** at the Department of Education Services.