



TOWN OF EDGARTOWN  
*Massachusetts*

PROCUREMENT DEPARTMENT

70 Main St  
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May 2, 2021

INVITATION FOR BIDS:

The Town of Edgartown is seeking competitive sealed bids for custodial services for the Edgartown Elementary School, Robinson Road, Edgartown. The services are for the 2022 Fiscal Year, July 1, 2021-June 30, 2022. The Contractor will be responsible for providing all labor and materials necessary to do the work.

Bid documents are available electronically, or in hard copy at 2:00pm on Wednesday, May 4; please call 508-627-6185 or email [jsmyth@edgartown-ma.us](mailto:jsmyth@edgartown-ma.us) to obtain a copy.

Bids must be submitted, *sealed and in writing*, to the Town of Edgartown Drop Box, Edgartown Town Hall, front of building, 70 Main Street (or mailed to P.O. Box 5158), Edgartown Massachusetts 02539, in a package plainly marked "*Bid for Weekly Custodial Services- Edgartown School, Ref: SCH-21-01*" **on or before 2:00 pm, Tuesday, May 25, 2021**. Bids will be publicly opened at that time by the Chief Procurement Officer and a witness. No bids submitted after that time will be accepted. Bids must include all the required materials and information.

Award will be made within ten (10) days after the bid opening. The contract(s) awarded will be for a one (1) year term, with two (2) additional one-year options to renew, to be provided at the sole discretion of the Town. The Town of Edgartown reserves the right to reject any and all bids and to waive any informality in bids received whenever such rejection or waiver is in its best interest. The Town of Edgartown fully complies with federal, state, and local laws and directives governing equal opportunity, affirmative action and non-discrimination in all Town activities and actively solicits bids from MBE/WBE businesses.