



PROCUREMENT NOTICE

This Procurement Notice is issued by the Government of Bermuda (the “Government”) to provide summary information in relation to a specific procurement, as detailed below.

1. Subject Matter of Procurement

RFX Title: **Janitorial Cleaning Services for the Accountant General's (ACG) Offices**

RFX Number: **MoF/ACG/2023/S/001**

Purchase Type: **Service**

The Government of Bermuda (Accountant General Department) is soliciting for quotations from qualified contractor(s) to provide janitorial services for a two (2) year period, with the option to extend for one (1) additional year based on availability of funds and satisfactory performance of the contractor. The requested services will cover our Andrews Place Offices at 51 Church Street in the City of Hamilton.

2. How to Obtain Relevant Documents

All relevant documents for this procurement are posted at <https://www.gov.bm/procurement-notices>.

3. Procuring Entity's Name

Name of Ministry: **Premier Office and Ministry of Finance**

Name of Department: **Accountant General**

4. Contact Information

Ms. V. Scott, Office Manager, at vascott@gov.bm

5. Language of Submissions

Unless otherwise indicated, all submissions shall be in English only.

6. Important Dates

Issue Date	Tuesday March 18, 2025
Pre-Bid / Site Meeting	Tuesday April 01, 2025 12:00 PM local time
Deadline for Questions	Tuesday April 08, 2025 local time
Deadline for Issuing Addenda	Friday April 11, 2025 local time
Submission Deadline	Friday April 18, 2025 05:00:00 PM local time
Anticipated Final Ranking	
Contract Negotiation Period	0 calendar days
Anticipated Execution of Agreement	Monday May 05, 2025

All times listed are in Bermuda Local Time.

7. Location of Submission

Responses to this solicitation shall be submitted to the following location:

Electronic mail (E-Mail) submissions are accepted at vascott@gov.bm

If documents are larger than ten (10) MB, please send them within a zip file.

In the subject line of the email, please state the RFP title. Please ensure to send a copy of your proposal in MS Word and/or Adobe PDF format.

8. Site Visit / Pre-Bid Meeting Details

For a site visitation appointment, contact Verlicia Scott at vascott@gov.bm

Site Visit will take place 12pm on April 1st, 2025 at 51 Church Street Andrews Place.

ADDITIONAL INFORMATION