

# REQUEST FOR PROPOSALS

## JANITORIAL SERVICES

The Port of South Louisiana (Port) is seeking proposals from interested companies who desire to enter into a contractual arrangement with the Port for the purpose of providing janitorial services at its buildings located at its Globalplex Facility, 155 West 10<sup>th</sup> Street, Reserve, Louisiana 70084.

Specifications and General Requirements are available on the Port's website: [www.portsl.com](http://www.portsl.com) (News and Advertisements), [www.centralbidding.com](http://www.centralbidding.com), or may be picked up at Globalplex Facility, Building 60 located at 155 West 10<sup>th</sup> Street, Reserve, Louisiana 70084.

Sealed Proposals will be accepted until 11:00 a.m. Monday, November 28, 2022 at the Port of South Louisiana, Globalplex Facility, Building 60, located at 155 West 10<sup>th</sup> Street, Reserve, Louisiana 70084 or mail to: Post Office Box AE, Reserve, Louisiana 70084. Port will not open bids received after 11:00 a.m. Monday, November 28, 2022. Please mark the words "Janitorial Services" on the outside of the envelope. Proposers may electronically submit a proposal at [www.centralbidding.com](http://www.centralbidding.com).

A **mandatory walk through** will be held on Thursday, November 10, 2022 at 3:30 p.m.

The Port reserves the right to accept and reject any and all proposals.

The Port reserves the right to award a janitorial services contract to one or more janitorial companies and to assign buildings.

**Evaluation criteria is as follows:**

General Experience (Commercial and Office Buildings):	40%
References:	27%
Price:	25%
Location:	5%
Small Business:	3%

All Disadvantaged Business Enterprises, Minority Owned and Small Businesses are afforded the opportunity to submit Proposals.

Paul Matthews  
Executive Director/CEO  
Port of South Louisiana