

**TOWN OF CHARLOTTE**

**BID FORM  
FOR CLEANING THE CHARLOTTE TOWN HALL/TOWN OFFICE**

**The bid and contract will cover the period of August 1, 2016—June 30, 2017.**

**See Request for Bids for additional information.**

**Please provide the following information:**

**Fee**

Fee for the contract period for all labor and materials needed to meet the Cleaning Specifications in the Request for Proposals:

\$ \_\_\_\_\_

**Equipment needed**

If bidder proposes that the Town provide certain equipment, the equipment shall be listed:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Materials**

All materials to be used for cleaning the Town Hall shall be listed (i.e. type of materials and brands).

_____	_____
_____	_____
_____	_____

**References**

Please provide three references and phone contact information:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Sealed bids are due by Wednesday, July 20, 2016 by 3:00 PM delivered to:**

Charlotte Town Office  
“Town Hall Cleaning Bid”  
P.O. Box 119  
Charlotte, VT 05445