



The Village of  
**PORT CLEMENTS**  
*"Gateway to the Wilderness"*

36 Cedar Avenue West  
PO Box 198  
Port Clements, BC  
V0T1R0  
Phone :250-557-4295  
FAX :250-557-4568  
Email : [office@portclements.ca](mailto:office@portclements.ca)  
Web : [www.portclements.ca](http://www.portclements.ca)

# INVITATION TO TENDER

## CUSTODIAL CONTRACT FOR:

PORT CLEMENTS MULTIPURPOSE BUILDING COMPLEX AND MUNICIPAL SPACES

The Village of Port Clements invites bidders to submit tenders for the custodial contract for the year-round cleaning of the Village of Port Clements' multipurpose building complex (Municipal side), Community Park (Washrooms), Millennium Park (St. Marks Church) and Sunset Park (Outhouses).

The Contract would be from September 16<sup>th</sup>, 2025, to August 31<sup>st</sup>, 2028

Please call 250-557-4295 or email [cao@portclements.ca](mailto:cao@portclements.ca) to request information about the contract.

Submission of tenders for the custodial contract should be sent to Marjorie Dobson, CAO by:

Fax: 250-557-4468,

Mail: PO Box 198, Port Clements, BC V0T 1R0,

or dropped off in person at 36 Cedar Avenue West, Port Clements, BC.

Bids will be accepted until 1:00 PM on Thursday, September 11<sup>th</sup>, 2025. Late Tenders will not be accepted. Public opening of tenders will be carried out by the Chief Administrative Officer at 1:01 PM on Thursday, September 11<sup>th</sup>, 2025, in the Village Office. If awarding of the Contract requires Council approval, approval and awarding will be at the September 15<sup>th</sup>, 2025, Regular Council Meeting. Otherwise, the contract will be awarded and approved by the Chief Administrative Officer.