

READING PUBLIC SCHOOLS
Reading, Massachusetts

INVITATION FOR BID

The Town Administrator (Awarding Authority) is accepting sealed bids from qualified persons interested in contracting **Custodial Services for 4 Municipal Buildings** for one year commencing January 18, 2016 with an option in the sole discretion of the Awarding Authority, to renew for one or two additional years based upon performance and appropriation.

Sealed bids clearly marked with **Custodial Services for 4 Municipal Buildings** will be received by, Office of Superintendent, Reading Public Schools, 82 Oakland Road, Reading, MA 01867 **until 9:00 a.m. on Friday, December 4, 2015** and at that time will be publicly opened and read aloud. Bid envelopes must have a return name and address.

Attention is directed to minimum wage rates to be paid as determined by the Department of Labor and Workforce under the provisions of Massachusetts General Laws, Chapter 30B.

Bidders shall submit a bid deposit of 5% of the total bid price with the bid documents. Bid deposits shall be in the form of a bid bond, certified check, treasurer's check or cashier's check payable to the Town of Reading.

Specifications, plans and bid documents may be examined and obtained at the Office of the Director of Facilities, Reading Public Schools, 62 Oakland Road, Reading, MA 01867, between the hours of 7:30 a.m. and 3:00 p.m. **Monday through Friday beginning November 16, 2015.**

The Town Administrator reserves the right to waive any formality or to reject any or all bids or to make the award deemed in its own discretion to be in the best interest of the Town of Reading.