



REQUEST FOR TENDERS

FACILITY JANITOR SERVICES

Contracted Services

DESCRIPTION:

The Municipality of Deloraine-Winchester is inviting **tenders** from qualified individuals or businesses to provide contracted **facility janitorial** services to maintain high standards of cleanliness and hygiene across municipal recreation and public facilities. These services are essential to ensuring a safe, clean, and welcoming environment for staff, residents, and visitors.

Facilities may include, but are not limited to, the arena, pool, community complex, campground, theatre, Municipal Office, Tourist Booth, and Townplex.

SCOPE OF SERVICES

The successful contractor will be responsible for, but not limited to, the following services:

- General cleaning duties including sweeping, mopping, vacuuming, and dusting
- Operation of floor cleaners and other cleaning equipment as required
- Cleaning and sanitizing restrooms, kitchenettes, change rooms, and waiting areas
- Ensuring cleaning supplies are adequately stocked and advising the Recreation Manager when supplies require replenishment
- Compliance with all municipal policies, procedures, and occupational health and safety regulations
- Reporting maintenance issues, damages, or required repairs to the Facility Foreman
- Safe and effective operation of cleaning equipment

QUALIFICATIONS AND SKILLS:

- Previous experience providing janitorial or custodial services is considered an asset
- Demonstrated attention to detail and commitment to high-quality workmanship
- Ability to work independently with minimal supervision
- Reliability and flexibility, including availability for evenings, weekends, and seasonal requirements
- Valid Manitoba Class 5 Driver's Licence and access to a vehicle

CONTRACT DETAILS:

This is a **contracted service arrangement**, not an employment position. The contract will require occasional evening and weekend services, along with seasonal custodial duties in certain municipally owned facilities.

TENDER SUBMISSION REQUIREMENTS

Interested parties are invited to submit a tender that includes:

- Contractor or business name and contact information
- Description of relevant experience
- Proposed rates and pricing structure
- Availability and any additional contractual terms or conditions

Tenders must be submitted to:

Municipality of Deloraine-Winchester

Attention: Kirsty Mann, Recreation Manager

PO Box 387, Deloraine, MB R0M 0M0

Phone: 204-747-3668

Email: recreation@delowin.ca

Tender Deadline: February 13, 2026.

The Municipality of Deloraine-Winchester thanks all respondents for their interest; however, only those selected for further consideration will be contacted.