

**REQUEST FOR PROPOSALS FOR PROFESSIONAL COMMERCIAL CLEANING SERVICES**

**Northern Tier Regional Planning & Development Commission Office Building located at  
312 Main Street Towanda, PA 18848**

Proposals Solicited by:  
Northern Tier Foundation  
312 Main Street  
Towanda, PA 18848

**REQUEST FOR PROPOSALS**

The Northern Tier Foundation is requesting proposals for commercial cleaning services of the NTRPDC office building as prescribed in this RFP. This request is for a 2-year contract beginning July 1<sup>st</sup>, 2023 (2023-2024 & 2024-2025) and ending approximately June 30<sup>th</sup>, 2025. The NTRPDC office building consists of two stories and comprises approximately 9,000 square feet. The office is occupied by 25 employees and experiences significant foot traffic.

Proposals are to be received by the Northern Tier Foundation no later than 4:00pm Tuesday, June 1<sup>st</sup>, 2023. The Northern Tier Foundation reserves the right to reject any or all proposals, in part or in total. Complete proposal details, including the required proposal format, may be obtained by contacting Nancy Kulick, Operations Manager by phone at 570-265-1531 or by e-mail at [info@northerntier.org](mailto:info@northerntier.org). Proposal details are also available at [www.northerntier.org](http://www.northerntier.org) located on the home page under "New Updates". Prospective bidders are encouraged to schedule an appointment to review the facility layout and understand all aspects of the work to be performed under the specifications.

All proposals shall be clearly marked "Commercial Cleaning Services Proposal" and may be submitted by U.S. mail, drop-off or by email to:

Northern Tier Foundation  
312 Main Street  
Towanda, PA 18848  
c/o Nancy Kulick, Operations Manager  
[info@northerntier.org](mailto:info@northerntier.org)