

**Nez Perce Tribe
Request for Proposals (RFP) – Cleaning Services**

Issue Date: May 1, 2026

Proposal Due Date: June 4, 2026

I. Introduction

The Nez Perce Tribe is seeking proposals from qualified individuals or companies to provide housekeeping services for two tribal facilities located at **18985 Hubbard Gulch Road, Juliaetta, Idaho.**

II. Scope of Work

The following custodial services will be performed as needed up to two times per week:

Bathroom

- Clean sinks and counters
- Clean mirrors
- Clean urinals and toilets
- Clean door handles and handicap rails
- Restock soap, toilet paper, toilet seat covers, paper towels
- Sweep and mop floors
- Empty trash

Breakroom

- Clean sink and countertops
- Clean table and wipe down stovetop
- Sweep and mop floor
- Restock soap and paper towels
- Empty trash

Main office/individual offices/conference room

- Vacuum entryway mats, main walkways, individual offices, conference room
- Clean door handles
- Empty trash

The following custodial services will be performed monthly:

- Vacuum thoroughly under office desks and conference room tables
- Dust TV screens and picture frames
- Clean conference room table, chairs, and whiteboards
- Clean individual office windows and door windows (inside)
- Clean and rinse trash cans as needed
- Clean refrigerator (inside/outside)
- Clean doors, doorframes, window tracks, windowsills

The following custodial services will be performed yearly:

- Clean break room cabinets
- Deep clean oven and stovetop/burners, clean behind and underneath
- Deep clean fridge and freezer, clean behind and underneath
- Clean blinds

III. Contractor Requirements

- Ability and availability to perform all tasks listed in the Scope of Work.
- Demonstrate reliability, attention to detail, and adherence to health and safety standards.

IV. Proposal Submission

Interested contractors must submit a written bid including:

- Introduction of the proposer and summary of qualifications.
- Relevant experience.
- Availability and proposed schedule.
- Proposed monthly cost.
- Contact information.
- Two letters of reference/recommendation, with contact information.

V. Site Visit

- To review the facilities:
 - **Nez Perce Tribal Hatchery (18985 Hubbard Gulch Road, Juliaetta)** Scott Kellar (208) 621-3502

VI. Terms and Conditions

- The Tribe reserves the right to award a contract to reject any or all proposals.
- The initial contract term will be for one year, with the option to renew based on performance and funding availability.

VII. Submission Instructions

Proposal Due Date: 4:00 PM (PST) on Thursday, June 4, 2026

Submit Proposals To:

Danae Wilson, Executive Director
Nez Perce Tribe
P.O. Box 365
120 Bever Road
Lapwai, ID 83540
executive.director@nezperce.org

Electronic submissions are preferred. Proposals received after the deadline will not be considered.

VIII. Questions

All questions or requests for clarification must be submitted in writing to:
executive.director@nezperce.org.

Questions must be received by 4:00 PM (PST) on Friday, May 22, 2026. Responses will be shared with all potential proposers. All proposers wishing to receive a copy of the responses to any questions should email executive.director@nezperce.org to be placed on the email list.