

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

**Issue Date:** August 11, 2026

**Proposal Due Date:** September 1, 2026

**I. Introduction**

The Nez Perce Tribe is seeking proposals from qualified individuals or companies to provide housekeeping services for three tribal facilities located at:

- a) 17363 Nez Perce Road, Lewiston, Idaho
- b) 35069 Highway 95, Lewiston, Idaho
- c) 23699 Spalding Mill Road, Lapwai, 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 breakroom 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:
  - **Enterprise Executive Office – Lewiston (17363 Nez Perce Road)** Alicia Cuevas-Jimenez (208) 476-7417
  - **Gaming Commission – Lewiston (35069 Highway 95)** Leotis McCormack (208) 621-4802
  - **Technology Services – Lapwai (23699 Spalding Mill Road)** Cody Moses (208) 621-3562

### **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 Tuesday, September 1, 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](mailto: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](mailto:executive.director@nezperce.org).

Questions must be received by 4:00 PM (PST) on Wednesday, August 19, 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](mailto:executive.director@nezperce.org) to be placed on the email list.