



**THE PHILADELPHIA PARKING AUTHORITY
701 MARKET STREET – SUITE 5400
PHILADELPHIA, PA 19106**

**CARPET CLEANING SERVICES
RFP No. 23-13**

NOTICE TO OFFERORS

Sealed proposals will be received until **12:00 PM on Thursday, August 17, 2023** by the Philadelphia Parking Authority (“Authority”), a body corporate and politic created under the laws of the Commonwealth of Pennsylvania in accordance with the Act of June 19, 2001, P.L. 287, No. 22, as amended, known as the “Parking Authority Law,” in the offices of the Authority, located at 701 Market Street, Suite 5400, Philadelphia, PA 19106.

Prospective **Offerors must register** using the [Offeror Registration Form](#) (control-click to follow link) prior to downloading the RFP document from the Authority’s website.

Prospective Offerors are required to attend a mandatory, in-person Pre-Proposal Meeting on **Thursday, July 27, 2023 at 4:30 PM** at the offices of the Authority located at 701 Market Street, Suite 5400, Philadelphia, PA 19106.

A mandatory site visit will take place immediately following the Pre-Proposal meeting. Please allow for adequate time when attending the Pre-Proposal meeting.

Offerors must be in attendance at this meeting in order to be considered an eligible Offeror.

Prospective Offerors who are having trouble locating the Authority Headquarters should contact Shannon Stewart at 215.837.9025.

Prospective Offerors are encouraged to submit questions until **Thursday, August 3, 2023, at 12:00 PM**. Please forward all questions to Shannon Stewart via email at [sstewart@philapark.org](mailto:ss Stewart@philapark.org). Only questions submitted in writing will be considered. Any addenda issued will be emailed to eligible Offerors and posted to the Authority’s website at www.philapark.org.

Proposals are due no later than 12:00 PM on Thursday, August 17, 2023.