

# Cleaning Vendor Comparison Sheet

Criterion (score 0-2)	Vendor A [name]	Vendor B [name]	Vendor C [name]
1. Quote built from an on-site walkthrough (not sight-unseen)			
2. Written scope of work provided, line by line			
3. General liability + workers' comp insurance verified in writing			
4. Will name us as additionally insured			
5. Employees (not subcontractors); background checks confirmed			
6. Same assigned crew each visit			
7. Documented inspection / QA process			
8. Named account manager with direct contact			
9. Re-clean or make-good guarantee in writing			
10. References from comparable facilities (2+)			
11. Contract terms: month-to-month or short commitment			
12. Price vs. scope (score last, after everything above)			
<b>Total (max 24)</b>			
<b>Monthly price quoted</b>	\$	\$	\$