



GUIDELINES FOR APPLICANTS

CALL FOR PROPOSALS FOR THE ADJUDICATION OF GENERAL ELECTRIC REPAIR WORK AND MAINTENANCE SERVICES FOR THE PERMANENT MISSION OF ITALY TO THE UNITED NATIONS

The Permanent Mission of Italy to the United Nations issues a call for proposals to provide general electric repair work and maintenance services.

Location

- The Permanent Mission of Italy (885 Second Avenue, One Dag Hammarskjold Plaza, 49th floor, New York, NY 10017)
- The Ambassador's Residence (address to be disclosed, UES, New York, NY)
- The Deputy Ambassador's Residence (address to be disclosed, UES, New York, NY)

The Permanent Mission has a surface of approximately 22,985 sq/ft (distributed on the 48th and the 49th floors). The Ambassador's Residence has a surface of approximately 8556 sq/ft. The Deputy Ambassador's Residence has a surface of approximately 3,000 sq/ft.

Date and Time

24/7 emergency service.

Specification of manpower

Licensed, skilled, knowledgeable, trustworthy, and fully insured professionals.

Duration

One-year or two-year contract.

Recipients

This call for proposals is intended to certified companies that have the technical expertise and the financial and human resources to enter such agreement.

Duties and Activities

Including but not limited to:

- Repair and replace defective outlets, switches, and light fixtures
- Power distribution
- Trouble shoot
- Restore power
- Repair and upgrade electrical panels
- Install, upgrade or repair ceiling fans
- Repair wiring for lighting fixtures

- Repair all forms of indoor and outdoor lighting, CCTV & security alarms
- Inspect and repair fire/smoke alarms
- Repair audio, visual and media systems, computer networking WiFi points
- Rewiring projects

Insurance

General liability coverage and property coverage are required.

Purpose

This call for proposals is aimed to start a constructive dialogue with interested companies. At this stage, proposals are not binding. Applicants do not qualify for preferred placement position in the adjudication process.

Requirements

As a guarantee of sound business practices, companies must include in the proposal the following information:

- Business license and permits
- Company profile
- Copy of the profit and loss account and the balance sheet for up to the last three financial years
- letters of references

The proposal shall also indicate:

- Hourly labor rate for regular, extra and emergency hours
- Response time for each of the above
- Travel time
- Warranty for labor

Submission of the Proposal

The proposal with the attached "form" must be submitted by email no later than November 11th, 2022, to the address admin.italyun@esteri.it (subject: "*CALL FOR PROPOSALS FOR GENERAL ELECTRIC REPAIR WORK AND MAINTENANCE SERVICES*").