



## GUIDELINES FOR APPLICANTS

### CALL FOR PROPOSALS FOR THE ADJUDICATION OF PEST CONTROL 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 pest control services.

#### Location

Services to be provided in the following properties:

- a) The Permanent Mission of Italy (885 Second Avenue, One Dag Hammarskjold Plaza, 49th floor, New York, NY 10017) – COMMERCIAL PROPERTY
- b) The Ambassador's Residence (address to be disclosed, UES, New York, NY) – RESIDENTIAL PROPERTY **\*\*ONLY PET-FRIENDLY PRODUCTS ARE ALLOWED\*\***

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 5865 sq/ft.

#### Date and Time

Next day or same week service.

Up to 6 "emergency calls" per year for special treatments out of the regular schedule shall be promptly responded at no additional charge.

#### Specification of manpower

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

#### Duration

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:

- Pest control treatments for American roaches, German roaches, and mice
- Roach control inspections and use of roach baits
- Mice control consists in inspections and placement of mechanical and glue traps, as well as miscellaneous rodenticides.

- Service to include all rooms, cabinets, ranges, sinks, basins, refrigerators, and any other space in the property.
- Service to include the maintenance of two Rock Tamper Resistant Rat stations in the front of the Ambassador's Residence.

### **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:

- Monthly rate for regular service
- Approximately monthly schedule
- Product details
- Hourly labor rate for emergency calls
- Response time for the above
- Travel time

### **Submission of the Proposal**

The proposal with the attached "form" must be submitted by email no later than November 11<sup>th</sup>, 2022, to the address [admin.italyun@esteri.it](mailto:admin.italyun@esteri.it) (subject: "*CALL FOR PROPOSALS FOR PEST CONTROL SERVICES*").