



Permanent Mission of Italy
UN - New York

GUIDELINES FOR APPLICANTS

CALL FOR PROPOSALS FOR THE ADJUDICATION OF BOILERS MAINTENANCE AND REPAIR 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 residential boiler maintenance.

Location

- The Ambassador's Residence (address to be disclosed, UES, New York, NY) - RESIDENTIAL

The Ambassador's Residence has a surface of approximately 10,099 sq/ft.

Date and Time

24/7 emergency service.

Specification of manpower

Licensed, skilled, knowledgeable, trustworthy, and fully insured professionals specialized in plumbing repair, service and installation.

Duration

Two-year contract (2024-2025).

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:

- Two visits for maintenance on two (2) boilers to ensure water levels and check safety controls are properly working;
- Backflow preventer testing annually on two (2) boilers;
- Local Law 152 Inspection, needed once every 4 years (if needed, TBC);
- Emergency assistance and repairs.

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 must be submitted by email no later than November 10th, 2023, to the address admin.italyun@esteri.it (subject: *"CALL FOR PROPOSALS FOR BOILER MAINTENANCE SERVICES"*).