



Permanent Mission of Italy
UN - New York

GUIDELINES FOR APPLICANTS

EXPRESSION OF INTEREST FOR THE ADJUDICATION OF ELEVATOR MAINTENANCE AND REPAIR SERVICES FOR THE PERMANENT MISSION OF ITALY TO THE UNITED NATIONS

The Permanent Mission of Italy to the United Nations (hereinafter the “Mission”) issues a call for expressions of interest to provide elevator maintenance and repair services.

Location

- a) Mansion (15 East 90th Street, New York, NY) – RESIDENTIAL
- b) Townhouse (16 East 76th Street, New York, NY) – UNOCCUPIED

Date and Time

Monday-Friday regular service.
24/7 emergency service.

Specification of manpower

Licensed, skilled, knowledgeable, trustworthy, and fully insured companies specialized in elevator maintenance services.

Duration

Two-year contract (2026-2027).

Recipients

This call is addressed to full-service elevator maintenance companies that meet the requirements described above and who have the authorizations, qualifications, expertise, and resources to enter into such an agreement.

Duties and Activities

Including but not limited to:

- 24/7 Emergencies
- Elevator preventative maintenance
- Elevator repairs
- Elevator mandatory inspections

Insurance

COI is mandatory.

Purpose

This call is aimed to start a constructive dialogue with interested companies. At this stage, expressions of interest 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 expression of interest the following information:

- Business license and permits
- Company profile
- Letters of references

The expression of interest shall also indicate:

- Cost of one preventative maintenance per year
- Hourly labor rate for regular, extra and emergency hours
- Response time for each of the above
- Free maintenance calls per year (if available)
- Travel time
- Warranty for labor
- Customer service

Upon request, the Permanent Mission of Italy can provide technical specifications on the elevators and schedule on-site visits (free of charge).

Submission of the Expression of Interest

The expression of interest must be submitted **by email** no later than October 31st, 2025, to the address admin.italyun@esteri.it (subject: “*EXPRESSION OF INTEREST FOR ELEVATOR MAINTENANCE*”).

New York,