



NEW YORK CITY DEPARTMENT OF CORRECTION
Joseph Ponte, Commissioner
Ava B. Rice Agency Chief Contracting Officer
Central Office of Procurement

Bulova Corporate Center
75-20 Astoria Boulevard, Suite 160
East Elmhurst, NY 11370
Office: 718 546-0690

Notice of Solicitation for Competitive Sealed Bid
PIN 072201515SSD/E-PIN 07215B0007
On Call Services for Maintenance and Repair of Package
HVAC units at various DOC facilities.

Vendors can download a copy of the bid solicitation from the Department's website at
<http://www.nyc.gov/html/doc/html/contracting/contracting.shtml>

The Bid Package can also be picked up in person with a **\$25.00 Check or Money Order** Payable to: Commissioner of Finance; from **10/19/2015** to **11/16/2015**, 9:00AM - 3:00PM at: NYC Department of Correction, Central Office of Procurement, 75-20 Astoria Blvd, Suite 160 (The Bulova Corporate Center), East Elmhurst, NY 11370.

Pre-Bid Conference: Date/Time/Location:
Wednesday, November 4, 2015 at 10:00AM
NYC Department of Correction
Bulova Corporate Center, 75-20 Astoria Blvd, Ste 160, Conf Rm 1-SW-B
(Optional but Highly Recommend)

Site Visit will follow Pre-Bid Conference (Must submit Security Clearance Form (3) days before the Pre-Bid to Ms. Pratibha Prabhu) ***Site visit will follow Pre-Bid Conference***

The Clearance Request Authorization are provided with the bid solicitation.

Bid Due Date/Time/Location:
Tuesday, November 17, 2015 @ 11:00AM
NYC Department of Correction
Bulova Corporate Center
75-20 Astoria Blvd, Suite 160, Conf Rm 1-SW-B
East Elmhurst, New York, 11370

For questions regarding this solicitation, contact: **Ms. Pratibha Prabhu, Contract Manager at (718) 546-0692**/email Pratibha.Prabhu@doc.nyc.gov. Also vendors are encourage to update their most recent email address for future contract by accessing online at www.nyc.gov/selltonyc or call 212-857-1680.

In Pratibha's absence, please contact Carlo Di Fava, Deputy ACCO at (718) 546-0768/e-mail Carlo.Difava@doc.nyc.gov.

NOTE: The last day for questions or request for clarifications is five (5) business days prior to the bid due date.