

**Notice of Solicitation**  
**Competitive Sealed Bid (CSB)**  
**PIN 072201409NSD**

**On Call Repair and Preventative Maintenance Services for Floor Scrubbing Machines**

- **Pre-Bid Conference Date/Time & Location:** Thursday, August 21, 2014 at 10:00AM.  
NYC Department of Correction, Bulova Corporate Center, Suite 160, 75-20 Astoria Blvd, East Elmhurst NY 11370, Conference Room A.  
**OPTIONAL BUT HIGHLY RECOMMENDED BY DOC**
- **Site Visit on Rikers Island:** Immediately following Pre-Bid Conference.
- **Bid Due Date:** Friday, September 5, 2014 at 11AM.

The complete electronic version of the CSB is also available at the New York City Department of Correction website at <http://www.nyc.gov/html/doc/html/contracting/contracting.shtml> at no cost. Please check the website periodically for all new addenda.

If you need a physical hard copy of the CSB then please contact Ms. **Shaneza Shinath** at the phone number or Email address shown below. The cost of the hard copy is \$25.00 check or money order (non refundable)  
Payable to: Commissioner of Finance.

All bids, delivered in person or by commercial delivery services in a sealed envelope must be sent to: **Bulova Corporate Center, NYC Department of Correction Headquarters, 75-20 Astoria Boulevard, Suite 160, Central Office of Procurement, East Elmhurst, NY 11370. Attention: Susana Hersh, Deputy Agency Chief Contracting Officer.** In addition, the label on the envelope must have the title and the Procurement Identification Number (PIN) 072201409NSD, Bidder's name & address and the name, title, telephone number and email address of the authorized agency contact person.

For ADMISSION onto Rikers Island, interested bidders must execute a "Security Clearance Form". Photo IDs will be required of all parties who wish to attend the Pre-Bid Conference. **The Security Clearance Forms MUST BE RECEIVED no later than August 19, 2014 by 4:00PM.** Please email the completed Security Clearance Form at the email address shown below.

**Contact Shaneza Shinath,** Contract Manager at (718)546-0684 or email to: [shaneza.shinath@doc.nyc.gov](mailto:shaneza.shinath@doc.nyc.gov) or [docacco@doc.nyc.gov](mailto:docacco@doc.nyc.gov) for questions pertaining to this solicitation.

Access: <http://NYC.gov/cityrecord> for other available procurements citywide.