



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: 718 546-0768
Fax: 718 278-6205

Notice of Solicitation for Competitive Sealed Bid

072201536NSD “On-Call Installation and Removal of Food Service Equipment”

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>

Bid Package can also be picked up in person with a **\$25.00 Check or Money Order** Payable to: Commissioner of Finance; from **10/9/2015** to **10/29/2015**, 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.

Bid Due Date/Time/Location:

Friday, October 30, 2015 @ 10:00AM

NYC Department of Correction
Bulova Corporate Center
75-20 Astoria Blvd, Suite 160, Conf. Rm.1-SW-A
East Elmhurst, New York, 11370

Pre-Bid Conference: Date/Time/Location:

Wednesday, October 21, 2015 @ 10:00AM

NYC Department of Correction
Bulova Corporate Center
75-20 Astoria Blvd, Suite 160, Conf. Rm.1-SW-B
East Elmhurst, New York, 11370

(Optional but Highly Recommend) (Must Email Security Clearance form **(3) days** before the Pre-Bid to Ms. Pratibha Prabhu) ***Site Visit will follow Pre-Bid Conference***

Contact: Ms. Pratibha Prabhu, Procurement Analyst (718) 546-0692/email Pratibha.prabhu@doc.nyc.gov for questions regarding this solicitation. In Pratibha’s absence, please contact Deputy Agency Chief Contracting Officer, Mr. Carlo Di Fava (718) 546-0768, 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.