



NEW YORK CITY DEPARTMENT OF CORRECTION  
Joseph Ponte, Commissioner  
Ava Rice, ACCO  
Central Office of Procurement

Bulova Corporate Center  
75-20 Astoria Boulevard, Suite 160  
East Elmhurst, NY 11370

Office: 718 546-0690  
Fax: 718 278-6205

## Notice of Solicitation for Competitive Sealed Bid

**072201526NSD** “On-Call Cleaning, Repair and Preventative Maintenance of Water Wash Systems, Kitchen Exhaust Systems, Hoods, Ductwork, and All Other Related Equipment and Systems”

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 solicitation can also be picked up in person with a **\$25.00 Check or Money Order** Payable to: Commissioner of Finance; from **4/13/2015** to **5/5/2015**, 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:

**Wednesday, May 6, 2015 @ 11:00AM**

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

Pre-Bid Conference: Date/Time/Location:

**Wednesday, April 22, 2015 @ 11:00AM**

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

(Optional but Highly Recommend) **\*Site Visit will follow Pre-Bid Conference\***

**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 Form MUST BE RECEIVED no later than April 20, 2015 by 3:00PM. Please email the completed Security Clearance Form at the email address shown below.****

Contact: Ms. Pratibha Prabhu, Procurement Analyst (718) 546-0692/email [Pratibha.Prabhu@doc.nyc.gov](mailto:Pratibha.Prabhu@doc.nyc.gov), for questions regarding this solicitation. In Pratibha’s absence, please contact Agency Chief Contracting Officer, Mrs. Ava Rice (718) 546-0690, [Ava.Rice@doc.nyc.gov](mailto:Ava.Rice@doc.nyc.gov)

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