



NEW YORK CITY DEPARTMENT OF CORRECTION

Joseph Ponte, Commissioner

Ava B. Rice, Assistant Commissioner

Contracts and Procurement

Agency Chief Contracting Officer

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 (CSB)

PIN 072201604FMRD; E-PIN 07216B0004

Third Party Witness and Inspection Services for various types of Elevators, and other devices as directed by The New York City Department of Correction

Vendors can download at no cost a copy of the bid solicitation from the Department's website at:

<http://www.nyc.gov/html/doc/html/contracting/contracting.shtml>

The hard copy of the Bid Package and drawings can also be picked up in person with a **\$25.00 Check or Money Order** Payable to: Commissioner of Finance; **from 01/05/2016 to 02/04/2016**, 10:00AM - 5:00PM 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:

Tuesday, January 19, 2016 at 10:00AM

NYC Department of Correction

Bulova Corporate Center, 75-20 Astoria Boulevard, Suite 160, Conference Room 1B, East Elmhurst, NY 11370. (Optional but Highly Recommended)

Bid Due Date/Time/Location:

Thursday, February 04, 2016 @ 11:00AM

NYC Department of Correction

Bulova Corporate Center

75-20 Astoria Blvd, Suite 160,

East Elmhurst, New York, 11370

Vendors are encouraged to update their most recent email address for future contract by accessing on-line at: www.nyc.gov/selltonyc or call 212-857-1680.

For any questions regarding this solicitation, contact: **Ms. Lilliana Alvarez-Cano, Contract Manager at (718) 546-0686** or by email **Lilliana.Cano@doc.nyc.gov**. In my absence, please contact Carlo Di Fava, Deputy ACCO at (718) 546-0768, or by email **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.