



Embassy of the United States of America
Dublin, Ireland

42 Elgin Road
Ballsbridge, Dublin 4

March 10, 2021

PRESOLICITATION NOTICE: JANITORIAL SERVICES

PURPOSE

This is a Pre-Solicitation Notice only. All interested offerors are requested to read the below requirements. No responses are requested by this notice. The U.S. Embassy Dublin issues this notice with the intent of giving an opportunity to all interested parties to appropriately prepare for the anticipated Request for Quotation (RFQ).

This is not a request for quotation; this is for pre-solicitation / informational purposes only. No award will be made on the basis of responses received to this notice.

BACKGROUND

The U.S. Embassy has a requirement for a suitability qualified contractor to provide Janitorial, Cleaning and Washroom Services to US Government owned and leased office spaces in the Dublin 4 area. The contract will be for a one year period from the date of the contract award, with upto and additional *three (3)* one-year option years.

PROPOSED CONTRACT ACTION

The Contractor upon being awarded the contract shall provide services as described therein to meet the mission requirements of the U.S. Embassy Dublin.

Accordingly, the U.S. Embassy Dublin plans the issuance of the following solicitation (RFQ):

1. RFQ Title: Janitorial Services
2. RFQ issuance date: on OR about; end-March, 2021.
3. RFQ issuance method: The solicitation will be posted on the website of the U.S. Embassy Dublin, Ireland at <https://ie.usembassy.gov/embassy/embassy-dublin/contract-solicitations/> and under the "Contract Solicitations" section. The awardee will be required to speak, write and correspond in English language.
4. RFQ response date: on OR about; end-April 2021
5. Award date: To be determined, but not later than June 2021
6. Award procedures: In accordance with FAR 15.3 Source Selection.
7. Place of performance: Ireland.
8. Special contract requirements:

The Contractor shall possess all permits, licenses, insurances and any other appointments required for the prosecution of work under this contract.

Is required to be registered in the SAM - System for Award Management database www.sam.gov prior to contract award pursuant to FAR provision 52.204-7. Therefore prospective offerors are encouraged to register prior to the submittal of quotations/proposals. The guidelines for registration in SAM are also available at: <https://ie.usembassy.gov/embassy/embassy-dublin/contract-solicitations/>

Information regarding the eventual contract:

The Government intends to award a contract resulting from the solicitation to the lowest priced technically acceptable offeror who is a responsible contractor. The Government may award a Purchase Order / Contract based on the initial offer without discussion. This is a firm fixed price type agreement, payable entirely in the local currency EURO.

The Embassy will make payments monthly after services are provided based on quantities and unit prices only to the extent specifically provided in the contract. Contractor to submit final invoice for payment monthly after full completion of works. Payment is made by electronic funds transfer to contractor's bank.

If a firm is interested in competing for this requirement, please provide a written request for a copy of the solicitation documents to U.S. Embassy, Attn: Procurement Dept., 42 Elgin Road, Ballsbridge, Dublin 4, or by email to DublinUSEmbassyBidsMailbox@state.gov