



EMBASSY OF ITALY
Washington

NOTICE

CALL FOR PROPOSALS FOR THE ADJUDICATION OF CLEANING, PORTERAGE AND SMALL MAINTENANCE SERVICES FOR THIS EMBASSY OF ITALY

The Embassy of Italy in Washington, D.C. issued a call for proposals by companies to provide cleaning, portorage and small maintenance services at this Embassy. The contract will start January 1, 2019 and end December 31, 2019

Recipients

This call for proposals is aimed to companies that meet the requirements described above, and that have the expertise, and the technical and management resources to enter such agreement.

Purpose

This call for proposals is aimed to start a constructive dialogue with all interested companies. At this stage, statements of interest submitted with the requested data will not be considered as binding for the Embassy Administration. Insurance broking companies that submit statements of interests will not gain preferred placement position in the decision making process of the Embassy Administration.

Requirements

As a guarantee of sound business practices, in the statement of interest companies must include the following documentation:

- Membership in professional organizations based on the company's expertise and qualifications, and authorization issued by the competent U.S. local authorities to operate;
- professional capabilities and sound business practice in the United States;
- Financial statements and business plan.

Additional statements required

- Statement that the company has not been declared insolvent by a court ruling and that it does not have pending legal proceedings;
- Statement of no convictions against the company for professional conduct and for financial crimes;

-Declaration that the company has fulfilled its duties with regards to payment of taxes, dues, and/or any other mandatory payments, in accordance with current legislation in the country of residence.

How to Submit a Statement of Interest

The statement of interest with the attached form, together with the required statements and declarations outlined above, must be received in a sealed envelope, by courier or other means, no later than 2pm Tuesday November 26, 2018 at the following address: Embassy of Italy, 3000 Whitehaven St. NW, Care of: Administration, Washington, D.C. 20008. On the envelope, please print: CALL FOR PROPOSALS FOR CLEANING, PORTERAGE AND SMALL MAINTENANCE.

Washington, November 9, 2018

Signatory	<input type="text"/>		
born in	<input type="text"/>	<input type="text"/>	<input type="text"/>
resident in	<input type="text"/>	City	<input type="text"/>
in the role of	<input type="text"/>		
the business located in	<input type="text"/>		
	<input type="text"/>		
	<input type="text"/>		<input type="text"/>
telephone	<input type="text"/>	Fax	<input type="text"/>
e-mail	<input type="text"/>	web	<input type="text"/>

Declares under his/her responsibility the membership in professional organizations based on the company's expertise and qualifications, and authorization issued by the competent U.S. local authorities to operate;
professional capabilities and sound business practice in its field in the United States;
financial statements and business plan;
that the company has not been declared insolvent by a court ruling and that it does not have pending legal proceedings;
no convictions against the company for professional conduct and for financial crimes;
no use of child labor and/or other forms of trafficking in human beings;
allows the processing of its data for this purpose.

Attachment:

copy of ID of the signatory.

Copy of authorization issued by the competent U.S. local authorities to operate;

Date, _____

Signature of
Holder or Legal Representative