

Document Type: Request for Proposal (RFP)

Action Code: P = Presolicitation Notice/Procurement

Date: 05/16

Year: 16

Department of State, Bureau of Western Hemisphere Affairs, American Embassy Canada

Contracting Office Zip Code: 20522

Classification Code: J070 – Maint/Repair/Rebuild of Equipment – ADP
Equipment/Software/Supplies/Support Equipment
T012 – Photo/Map/Print/Publication - Reproduction

NAICS Code: 811212 – Computer and Office Machine Repair and Maintenance
561439 – Other Business Service Centers (Including Copy Shops)

Contracting Office Address:

U.S. Embassy Ottawa/GSO Procurement
490 Sussex Drive
Ottawa, Ontario K1N 1G8

Subject: Photocopier Supplies and Services Based on Firm-Fixed Price Monthly Maintenance Fee on USG Owned Machines and Cost Per Copy Charge on USG Leased Machines for U.S. Embassy Canada

Proposed Solicitation Number: SCA52516R0005

Opening and Closing Date: Not Applicable (N/A)

Contact point or Contracting Officer.

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Description:

Please note the solicitation is not ready to be issued as of this date. The requirement is for photocopier supplies and services based on a firm-fixed price monthly maintenance fee for USG Owned Machines and cost per copy charge on USG Leased Machines, which include toner, consumable parts, technical support, repair and maintenance services for photocopiers assigned to the U.S. Embassy and Consulates across Canada. Details of machine requirements and capabilities shall be described in the actual RFP.

Anticipated performance is for one base period of twelve months and four one-year periods at the option of the Government. All responsible sources may submit an offer, which will be considered.

The Government plans to issue the solicitation on the FedBizOpps during the month of May 2016. Please see the RFP for the actual response date.

No electronic offers or proposals will be accepted.

Place of Contract Performance: Ottawa, Ontario, Canada

Note: For this procurement action, prospective offerors must be registered within the Central Contractor Registration (CCR) which is now under System for Award Management (SAM) in order to receive an award. Refer to the following link for details on the registration process: <http://www.sam.gov>

Timeline: This pre-solicitation notice will be posted for 15 days.