



**CONSULATE GENERAL OF THE  
UNITED STATES OF AMERICA**  
360 UNIVERSITY AVENUE  
TORONTO, ONTARIO  
CANADA M5G 1S4

**Request for Quotation No. 19CA7022P0147:  
Waste Management Services at the U.S. Consulate General Toronto**

**Date Issued: August 31, 2022**

**Closing date: September 15, 2022**

The U.S. Consulate General Toronto is requesting quotations from qualified contractors for waste management services at its office building located at 360 University Avenue, Toronto, ON, M5G 1S4. The Consulate will hold a **site visit on Thursday, September 08, 2022 at 02:00 pm** in this regard. Please respond to Procurement Agent Afrin Sarmin at [afri@state.gov](mailto:afri@state.gov) by 10 am on September 06, 2022 if you are interested to join in the site visit.

This is a combined synopsis/solicitation for a commercial item, prepared in accordance with the format FAR 12.6. This announcement constitutes the only solicitation, offers are being requested and a written solicitation will not be issued. The solicitation number is 19CA7022P0147 and is issued as a Request for Quotation. The solicitation/contract will include all applicable provisions and clauses in effect through FAC 2005-55.

**Statement of Work (SOW):**

- a. General Requirements:
  - Pickup of waste will be at the rear entrance of the Consulate building situated at 225 Simcoe Street, Toronto, ON M5G 1S4.
  - The Contractor shall provide supervision, labor, tools, equipment, materials, vehicles and personnel in accordance with the SOW.
  - The vehicle access clearance of the entrance gate is: 13' height and 12' width. The garbage truck/vehicle must be assigned as per this clearance.
  - Any damage to the US Government (USG) facility en route to garbage collection and while in the USG facility is contractor's responsibility. The contractor will have to pay damage repairing cost.
- b. Job Specifications:
  - Perform solid & recycle waste removal services to the U.S. Consulate General Toronto office building (COB).

- Standard Services shall include the following:
  - Collect garbage from COB parking lot from 225 Simcoe Street entrance once a week;
  - Collect recycling materials from COB parking lot from 225 Simcoe Street entrance – once a week.
  
- Temporary Additional Services: Temporary Additional Services are services required at times other than the standard services. The contractor shall provide these services in addition to the scheduled services specified on this contract which shall be ordered by the COR on as needed basis. The service rate of additional services shall be quoted separately from the standard services on 'per occurrence' basis.
  
- COB's waste bin sizes for reference: for garbage: 1-yard bin x 2 and 95-gallon bins x 5; for recycling: 1-yard bin x 1.
  
- Service Frequency: Waste and recycle material collections on **Tuesdays and Fridays** between 8 am to 3 pm. The COR shall notify the contractor on any change in the work schedule.
  
- The garbage collection truck should arrive at a pre-arranged time for pickup service.
  
- The garbage truck should have a driver and a second staff to help guide the truck and help move the bins from its location to the truck and bring the bins back to its location. The contractor's personnel shall be responsible for transferring all full dumpsters/bins to the truck and emptying and disposing of dumpsters/bins contents.
  
- The Contractor shall dispose recycle waste materials in accordance with all city and provincial ordinances and regulations. The Contractor shall provide a certificate of recycling.
  
- c. Security Requirements:
  - After receipt of the Notice of Award, the Contractor will have ten (10) calendar days to submit to the Contracting Officer the following requirements for the Government to conduct all necessary security checks:
    - (1) list of workers and supervisors assigned to this project;
    - (2) completed Authority for Release Information of each personnel; and
    - (3) a copy of valid Government Photo ID for every individual assigned to this job.
  
  - The Contractor personnel shall obtain a security clearance by successfully passing a background check to the satisfaction of the U.S. Consulate General Toronto. The U.S. Government reserves the right to disqualify a contractor personnel who is unable to obtain and maintain satisfactory clearance.

- Additionally, the Contractor personnel must be able to provide government issued photo identification to the U.S. Consulate Toronto security personnel to gain access to the Consulate premises.
- d. Personnel Requirement:
- The Contractor shall designate a project manager/supervisor who shall supervise the Contractor's workforce and be the Contractor's liaison with the U.S. Consulate Toronto.
  - The designated shall maintain a close contact with the Contracting Officer and the COR in order to coordinate the performance of the contracted services with the needs of the Government.
  - The Contractor's employees shall be on-site only for contractual duties and not for any other business or purposes.
- e. Vehicle Information:
- After receipt of the Notice of Award, the Contractor shall provide in writing to the Contracting Officer within ten (10) calendar days the following details of any vehicles/trucks that will be used in the performance of services under this contract:
    - Vehicle/truck make and model
    - Vehicle/truck license plate number
    - Vehicle/truck color and/or any special markings on the body.
  - During the term of the contract, the Contractor shall be responsible in notifying the Contracting Officer (CO) and Contracting Officer's Representative (COR) in writing at least 24 hours in advance on any changes to the initially assigned vehicles/trucks by providing details of any replacement vehicles/trucks.

Quotations (in English) are due by **12.00 p.m. (EDT), September 15, 2022**. All responsible business sources may submit an offer or ask questions using the following e-mail address: afrinsl@state.gov. Please include the solicitation number in the subject line of your email. Offer must be valid for a minimum of 30 days. Award will be made to the lowest priced, technically acceptable offer. Payment will be processed within 30 days upon receipt of the order.

The following FAR clauses apply to this solicitation:

FAR 52.212-1 instructions to offerors – Commercial Items

FAR 52.212-4 Contract Terms and Conditions – Commercial Items