INVITATION TO BID
For Janitorial Services at the National Campus
ITB No.2019-13

College of Micronesia–FSM
Procurement and Property Management Office
P.O. Box 159
Kolonia, Pohnpei, FSM 96941
Phone: (691)320-2480/2481   Fax: (691)320-2479

General Purpose
The College of Micronesia-FSM (COM-FSM) is soliciting for sealed bid proposals from experienced and qualified individuals, organizations, or firms to provide competent Janitorial Services at the National Campus at Palikir Pohnpei, within the terms, conditions, and scope of work described in the Bid Package. The Interested Bidders are requested to obtain Bid Packages from **September 20, 2019 to October 04, 2019** at the Office of the Director of Maintenance at COM- FSM in Palikir during working hours.

Pre-Bid Conference   **September 27, 2019 at 10:00 a.m. COM-FSM Maintenance in Palikir.**

Service Location   **COM-FSM National Campus in Palikir, Pohnpei.**

Minimum Qualification
1. The Bidder must have one-year experience in Janitorial services and must have a valid business license.
2. The Bidder must provide most recent copy of list of personnel and one year of record in payment of Social Security and Business Tax
3. Bidder must provide a list of janitorial equipment owned by the company
4. Interested Bidders are required to pay a nonrefundable **bid package fee of $100.00**

Submission of Proposals
All Sealed Bid Envelopes or Packages must be clearly labeled **"ITB No.2019-13"**, and submitted to the **Contracting Officer** below:

> **Mr. Francisco Mendiola**
> **Director of Maintenance Office**
> **College of Micronesia-FSM**
> **P.O. Box 159**
> **Kolonia, Pohnpei FM 96941**
> **Tel: (691) 320-2480/3374**

Deadline for Submissions
All Sealed Bids must be received no later than **October 04, 2019, 3:00pm** (Pohnpei Local Time).

Review Rights
The college reserve the right to accept or reject any or all responses to this ITB and to enter into discussion, or negotiations with one or more qualified bidders at the same time, if such action is in the best interest of the College of Micronesia-FSM.