



NEW YORK CITY DEPARTMENT OF CORRECTION  
Joseph Ponte, Commissioner

Susana Chávez Hersh, Deputy Director  
Central Office of Procurement

Bulova Corporate Center  
75-20 Astoria Boulevard, Suite 160  
East Elmhurst, N.Y. 11370

Office: 718 546-0768

## NOTICE OF SOLICITATION

**CIN 072201326BUD**

TO: All Prospective Bidders

FROM: Susana Hersh   
Deputy Agency Chief Contracting Officer

SUBJECT: **Request for Bids for the sale of food from Mobile Food Units at Vernon C. Bain Center in The Bronx and Samuel Perry Control Building on Rikers Island.**

Date: May 27, 2014

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In accordance with Section 1-12 of the Concession Rules of the City of New York, the New York City Department of Correction (DOC) is issuing, as of the date of this Notice, a Request for Bids (RFB) for the sale of food from Mobile Food Units at Vernon C. Bain Center in The Bronx and Samuel Perry Control Building on Rikers Island.

**All bids must be submitted to NYC Department of Correction, Central Office of Procurement, 75-20 Astoria Blvd, Suite 160, East Elmhurst, NY 11370, no later than Thursday, June 26, 2014 @ 11:00 am, at which time the bids will be publically open.** A non-mandatory pre-bid meeting and site tour will be held on Thursday, June 12, 2014 @ 10:00 am at the NYC Department of Correction, The Bulova Corporate Center, 75-20 Astoria Blvd, Suite 160, East Elmhurst, NY 11370. **For admission to the pre-bid meeting and site tour, prospective bidders must execute a "Clearance Request and Authorization Form" provided with this RFB.** The Clearance Request Form must be completed and be sent via email 48 hours prior to the pre-bid meeting and site tour to Ms. Lilliana Alvarez-Cano at [Lilliana.cano@doc.nyc.gov](mailto:Lilliana.cano@doc.nyc.gov)

If you are considering responding to this RFB, please make every effort to attend this meeting and site tour.

Hard copies of the RFB can be obtained, at no cost, commencing Tuesday, May 27, 2014 between the hours of 9:00 am through 4:00 pm, excluding weekends and holidays, at NYC Department of Correction, Central Office of Procurement, 75-20 Astoria Blvd, Suite 160, East Elmhurst, NY 11370.

over, please

To request a hard copy of the bid document by mail, prospective bidders may contact Ms. Lilliana Alvarez-Cano at 718-546-0686, [Lilliana.cano@doc.nyc.gov](mailto:Lilliana.cano@doc.nyc.gov); or Mrs. Susana Hersh at 718-546-0768, [Susana.hersh@doc.nyc.gov](mailto:Susana.hersh@doc.nyc.gov)

Alternatively, the bid documents can be downloaded commencing Tuesday, May 27, 2014 through Thursday, June 26, 2014, from the NYC Department of Correction's website: To download the bid documents, visit [www.nyc.gov/doc](http://www.nyc.gov/doc), click on the link for "Contracting" and then click on "DOC Mobile Food Units Concession RFB".

Thank you.