

ACHA-1705,

Administrative Office

Cleaning Services

Allegheny County Housing Authority (ACHA) is seeking Bids from qualified vendors to provide professional administrative office cleaning services at 301 Chartiers Ave, McKees Rocks, PA 15136, per specifications in the IFB. ACHA is now conducting all competitive solicitation on an internet-based eProcurement Housing Marketplace. ACHA is paying for all costs for the use of the Marketplace so, there will be no additional charges for your company to use the Marketplace to download documents or submit responses to ACHA. AGENCY CONTACT PERSON: Guy Phillips, Purchasing Manager Telephone: (412)402-2435, E-mail: gphillips@achsnrg.com. **HOW TO OBTAIN THE IFB DOCUMENTS ON THE EPROCUREMENT MARKETPLACE:**

1. Access ha.internationaleprocurement.com (no "www").

2. Click on the "Login" button in the upper left side.

3. Follow the listed directions. 4. If you have any problems in accessing or registering on the eProcurement Marketplace, please call customer support at (866)526-9266.

PRE-BID CONFERENCE: THERE WILL BE A PRE-BID CONFERENCE: on Tuesday, September 26, 2023, 10:00 AM ET at the 301 Chartiers Ave, McKees Rocks, PA 1136

If you have any questions regarding this IFB or any of the documents, use the "Question and Answer" area in the eProcurement Housing Marketplace Website. **QUESTION SUBMITTAL DEADLINE** Thursday, October 5, 2023, 12:00 PM ET **HOW TO FULLY RESPOND TO THIS IFB BY SUBMITTING A PROPOSAL SUBMITTAL:**

1. As directed within Section 3.2.1 of the IFB document, submit proposed pricing, where provided for, within the eProcurement Marketplace. 2. As instructed within Section 3.0 of the IFB document, submit One (1) Original copy of your "hard copy" Bid to the Agency Administrative Office.

BID SUBMITTAL RETURN & DEADLINE *Friday, October 13, 2023, 10:00 AM ET 301 Chartiers Ave, McKees Rocks, PA 15136

(The proposed costs must be entered within the aforementioned eProcurement Marketplace and the "hard copy" documentation must be received in-hand and time-stamped by the Agency by no later than 10:00 AM ET on this date).

The Public Bid Opening will be at 10:30 AM at the address mentioned above. The Authority encourages responses from §3 business concerns, small firms, minority firms and firms that have not previously performed work for the ACHA. The Allegheny County Housing Authority reserves the right to reject any and all submissions.

ALLEGHENY COUNTY HOUSING AUTHORITY

Frank Aggazio, Executive Director



EQUAL HOUSING OPPORTUNITY