

## PRE-SOLICITATION NOTICE

**Date:** December 2, 2015

**Document Type:** Pre-solicitation Notice

**Solicitation Number:** SJA800-16-Q-0207

**Classification Code:** S – Utilities and Housekeeping Services

**NAICS Code:** 561720 – Janitorial Services

**Contracting Office Address:** U.S. Embassy Tokyo, GS/Procurement Office  
1-10-5 Akasaka, Minato-ku, Tokyo, Japan 107-8420

**Contact Office:** Procurement Office  
Email: [HamaMX@state.gov](mailto:HamaMX@state.gov)

**Subject:** Janitorial Services for Foreign Service Institute Yokohama

**Opening and Closing Dates:** To be announced

**Description:** Please note that this solicitation is not ready to be issued as of this date. The requirement is for obtaining janitorial services for the Foreign Service Institute Yokohama building located in Yamate-cho, Naka-ku, Yokohama. The anticipated performance is for a base period of twelve months and four one-year periods at the option of the U.S. Government. All responsible sources may submit a quote, which will be considered. The U.S. Government plans to issue the solicitation in middle of December 2015. The solicitation will be issued via the Embassy's website at <http://japan2.usembassy.gov/e/info/tinfo-solicitations.html> .

Please see the solicitation for actual response due date. No paper copies will be mailed and no electronic proposals shall be accepted.

**Place of Contract Performance:** Yokohama, Japan

Note: As required by U.S. Government's federal acquisition regulation (FAR), prospective offerors shall be registered in the System for Award Management (SAM) database prior to award of a contract. Below is the website link providing vendor registration information:

<https://www.sam.gov/portal/public/SAM#1#>