

Request for Proposal

Bid Number: 202317330

Bid Title: Contracted Security Guards

Status: OPEN

Lubavitch Educational Center, a Florida non-profit organization located in Miami, Florida, is accepting proposals for Contracted Security Guards until **January 28th 2025** at 1:00 pm, at Lubavitch Educational Center, 17330 NW 7th Ave, Miami, FL 33169. Proposals received after the aforementioned date and time will be returned unopened. The sealed proposals will be publicly opened on **January 29th 2025**.

The complete Request for Proposals, including all specifications and proposal forms, may be obtained by bona fide proposers upon application at the Lubavitch Educational Center, 17330 NW 7th Ave, Miami, FL 33169, or emailed to [security@lecf.com](mailto:security@lecf.com).

Sealed proposal envelopes should be marked "RFP for Contracted Security Guards 202317330". The Non-Profit shall evaluate the proposals in accordance with the criteria set forth in the RFP. The Non-Profit anticipates an award to the proposer with the proposal determined by the Non-Profit to be most advantageous. The Non-Profit may conduct interviews and/or require presentations as part of the evaluation process. The Non-Profit shall not be liable for any costs incurred by any proposer in connection with its response to this RFP. The Non-Profit reserves the right to reject all RFP submittals, waive any formalities, solicit and re-advertise for new RFP submittals, or to abandon the project in its entirety.

Publication Date/Time: **December 10th 2024** at 1:00 pm

Publication Information: website

Closing Date/Time: **January 28th 2025** at 1:00 pm

SITE NAME: Lubavitch Educational Center

POINT OF CONTACT Name: Zalman Myer-Smith, Grant Manager and Proposal Administrator

EMAIL: [security@lecfl.com](mailto:security@lecfl.com)

## **COMPLETE REQUEST FOR PROPOSAL:**

Lubavitch Educational Center

**Request for Proposal Specs Sheet: Bid #120230972**

### **Submission Guidelines & Requirements**

- Any qualified, licensed, and insured contracted security guard company with relevant past performance/experience on contracted security guard services such as listed below should submit bid proposals in response to this Request for Proposal.
- A detailed proposal must provide the following:
  - Proposals should match, whole or in part, as best as possible to the scope of work detailed below.
  - Proposals should be on vendor letterhead with company information, such as your name, contact information, proposal number, date, expiration date, and be addressed to us- our name, address, and contact information.
  - Proposals must be signed and dated by a representative that is authorized to commit the bidder's company.
  - Proposals should be detailed and broken down to include the following for each project:
    - Quantity of guard(s)
    - Date(s) of service
    - Hour(s) of service
    - Hourly rate - Regular, Holiday, etc., if applicable
    - Total cost
- The company may not be banned from receiving Federal funds. They must be willing to sign a debarment statement attesting to this, or provide their active SAM.gov registration showing their qualified status.

### **Determination Guidelines:**

The Organization will review and rate proposals based on factors including, but not limited to, the following, with cost being a major but not most important factor:

1. Responsiveness to the requirements set forth in this Request for Proposal Specs Sheet
2. Professional services offered
3. Pricing and availability
4. Relevant past performance/experience
5. Technical expertise/experience of bidder and bidder's staff

The Organization reserves the right to award to the bidder that presents the best value to the Organization as determined solely by the Organization in its absolute discretion.

**The description of the project is as follows (Scope):**

**1) Contracted Security Personnel:**

Description: 43.5 hours of on-site security guard per week.

Location: 17330 NW 7th Avenue Miami, FL, 33169

Budget: \$35,000.00

Number of guards: One

Hours:

- 7:30 am-4:30 pm Monday-Thursday
- 7:30 am to 3:00 pm on Fridays.
- Holidays and Special Events

Proposals must be submitted before the closing date published in the ad. If your proposal is selected, you will be notified.