

**Combined Synopsis/Solicitation  
Trash and Recycling Collection Services**

**Solicitation Number:** 19ET1026Q0001

**Issue Date:** 02/10/2026

**Issued as :** Request for Quotations ( RFQ)

**Response Due Date/Time:** 03/03/2026, at 10:00 a.m. (4:00 a.m.(morning) Addis  
Ababa time /Local Time

**Agency:** U.S. Department of State / U.S Embassy Addis Ababa, Ethiopia

**NAICS:** 562111 Solid Waste Collection

**PSC:** S205 Housekeeping—Trash/Garbage Collection

**This Acquisition is :** Unrestricted - Full and Open

**Place of Performance:** Addis Ababa, Ethiopia at U.S Embassy compound and  
warehouse.

**Type of Contract:** IDIQ with Firm-Fixed-Price

**Award Type:** Single award

**1. Description**

This is a combined synopsis/solicitation for commercial services prepared in accordance with the format in FAR Subpart 12.6, as supplemented with additional information included in this notice. This announcement constitutes the only solicitation; offers are being requested and a separate written solicitation will not be issued.

**2. Period of Performance**

Base period: 12 months from date of award, with four 12-month option periods.

**3. Statement of Work**

**A. Service Scope**

The contractor shall provide all labor, materials, equipment, and supervision necessary to collect and remove trash and recyclable materials from the U.S. Embassy Addis Ababa compound and warehouse. Services include:

- Scheduled weekly pickup of general waste and recyclables from designated collection points.
- Provision and maintenance of collection bins.
- Proper disposal at authorized facilities in accordance with local regulations.
- Emergency/unscheduled pickup within 24 hours upon request.

#### B. Compliance & Reporting

- Comply with all applicable local municipal regulations, environmental laws, and health/safety standards.
- Provide monthly service reports: quantities (estimated/scale tickets where available), pickup dates, issues, corrective actions, and disposal facility names/permits.
- Provide annual recycling summary: materials collected and disposition.

#### C. Security & Access

- Coordinate access with the COR; adhere to site access protocols and any required badging.
- Personnel must be identifiable (uniforms or badges) and trained in safe handling.

#### D. Government Furnished & Contractor Furnished

- Contractor Furnished: Vehicles, labor, containers, PPE, all equipment and supplies.
- Government Furnished: Collection points and site access.

#### E. Service Levels

- All required services are performed and no more than one (1) customer complaint is received per month.
- Response time to COR notifications  $\leq$  24 hours.

#### 4. Pricing

Offerors shall submit firm- fixed price. Include all labor, equipment, vehicles, containers, fuel, fees, and disposal/recycling charges.

##### A. Base Year

Line Item	Description	Unit	No of Dumpster	No of pickup per week	Unit Price in USD	*Estimated pickups	Total Price in USD
01	Embassy trash and recycling removal	Pickup	1	3 times		156	
02	Warehouse trash and recycling removal	Pickup	1	3 times		156	
03	Periodic unscheduled additional trash and recycling removal	Pickup				8	
04	Defense Base Act (DBA) insurance premium costs	Year					
15%VAT							
Grand Total Amount in USD							

##### B. Option Year One

Line Item	Description	Unit	No of Dumpster	No. of pickup per week	Unit Price in USD	*Estimated pickups	Total Price in USD
01	Embassy trash and recycling removal	Pickup	1	3 times		156	
02	Warehouse trash and recycling removal	Pickup	1	3 times		156	
03	Periodic unscheduled additional trash and recycling removal	Pickup				8	
04	Defense Base Act (DBA) insurance premium costs	Year					
15%VAT							
Grand Total Amount in USD							

### C. Option Year Two

Line Item	Description	Unit	No of Dumpster	No of pickup per week	Unit Price in USD	*Estimated pickups	Total Price in USD
01	Embassy trash and recycling removal	Pickup	1	3 times		156	
02	Warehouse trash and recycling removal	Pickup	1	3 times		156	
03	Periodic unscheduled additional trash and recycling removal	Pickup				8	
04	Defense Base Act (DBA) insurance premium costs	Year					
15%VAT							
Grand Total Amount in USD							

### D. Option Year Three

Line Item	Description	Unit	No of Dumpster	No of pickup per week	Unit Price in USD	*Estimated pickups	Total Price in USD
01	Embassy trash and recycling removal	Pickup	1	3 times		156	
02	Warehouse trash and recycling removal	Pickup	1	3 times		156	
03	Periodic unscheduled additional trash and recycling removal	Pickup				8	
04	Defense Base Act (DBA) insurance premium costs	Year					
15%VAT							
Grand Total Amount in USD							

### E. Option Year Four

Line Item	Description	Unit	No of Dumpster	No of pickup per week	Unit Price in USD	*Estimated pickups	Total Price in USD
01	Embassy trash and recycling removal	Pickup	1	3 times		156	
02	Warehouse trash and recycling removal	Pickup	1	3 times		156	
03	Periodic unscheduled additional trash and recycling removal	Pickup				8	
04	Defense Base Act (DBA) insurance premium costs	Year					
15%VAT							
Grand Total Amount in USD							

\* This amount is based on totally estimated Government requirements. If more than one award is made, the estimated amount of work awarded under task order(s) to any single contractor will be less

\*\*\* Note - DBA insurance reimbursed.

Other additional charges like the bank transfer fee and tax will not be reimbursed.

### GRAND TOTAL CONTRACT AMOUNT

The quoter shall complete this blank as part of the quote.

Total of Base period \_\_\_\_\_

Total of Option Year one \_\_\_\_\_

Total of Option Year two \_\_\_\_\_

Total of Option Year three \_\_\_\_\_

Total of Option Year four \_\_\_\_\_

GRAND TOTAL \_\_\_\_\_

## 5. Provisions and Clauses

The following provisions and clauses apply to this acquisition:

- FAR 52.212-1, Instructions to Offerors—Commercial Products and Commercial Services
- FAR 52.212-3, Offeror Representation and Certifications—Commercial Products and Commercial Services
- FAR 52.212-4, Contract Terms and Conditions—Commercial Products and Commercial Services
- FAR 52.212-5, Contract Terms and Conditions Required to Implement Statutes or Executive Orders—Commercial Products and Commercial Services

## 6. Evaluation Criteria

Award will be made to the lowest-priced, technically acceptable offeror.

## 7. Submission Instructions

Offers must be submitted electronically to [addiscontract@state.gov](mailto:addiscontract@state.gov) no later than ***March 03, 2026, at 10:00 a.m. (4:00 a.m.(morning) Addis Ababa time.*** Questions are due by ***February 23, 2026, at 10:00 a.m. (4:00 a.m.(morning) Addis Ababa time.***

## 8. Site Visit

A pre-proposal conference will be held on ***February 19, 2026, at 10:00 a.m. (4:00 a.m.(morning) Addis Ababa time.*** Interested offerors must register by no later than ***2:00 p.m. (08:00 p.m. (afternoon) Addis Ababa time)*** on ***February 17, 2026.***

## 9. Point of Contact

PRIMARY POINT OF CONTACT

Kathleen Edgin

Contracting Officer

Email: [edginka@state.gov](mailto:edginka@state.gov)

Phone: +251111306995

## SECONDARY POINT OF CONTACT

Seble Tadesse

Procurement Specialist /COR/

Email: [tadesses@state.gov](mailto:tadesses@state.gov)

Phone: +2511111306728

## 10. Attachments

- Full solicitation package

**End of Combined Synopsis/Solicitation**