

REQUEST FOR PROPOSAL

For Landscaping, Ground Maintenance, Trash/ Waste Disposal Services

[RFP No.2026-07]

College of Micronesia–FSM

Procurement and Property Management Office

P.O. Box 159

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General Purpose

The College of Micronesia-FSM (COM-FSM) is soliciting for sealed bid proposals from experienced and qualified individuals, organizations, or firms to provide **Landscaping, Ground Maintenance, and Trash/Waste Disposals Services at FSM-FMI Campus** within the terms, conditions, and scope of work described in this Request for Proposal (RFP). The primary emphasis of this RFP is to ensure quality services to enhance FMI Campus beautification and ground maintenances with cost control considerations associated with the maintenance operations and services.

Scope of Work

The scope of works/services requires the successful contractor to include the following:

1. To provide tools, equipment, supplies, and transportation for ground cleaning services
2. To provide regular ground maintenance to FMI Campus by:
 - a. Moving and raking the entire campus grounds (2x a month)
 - b. Cutting down, trimming, or pruning trees, bushes, and plants, when needed, or requested by the Campus Management Team
3. To provide Landscaping with consultation with the Campus Management Team
4. To Pick up trash and other wastes for proper disposals at the dumpsite near the Power Plant every Tuesday.

Contract Details

The following are details for the project implementation and the payment terms:

***Period of Performance** – The services of the organization/individual will **commence on October 1, 2026 and ends on September 30, 2027.**

***Terms of Payment** – Payment to contractor will be made when the Contract is certified, and approved, made payable to the contractor's name in accordance with work completion monthly report and invoice. (Please submit detailed compensation proposal with breakdown)

Pre-Bid Site Visit: A mandatory Pre-Bid Site Visit is scheduled for September 14, 2026 at 4pm for interested contractors to visit the campus and inspect the lawn care area.

Submission of Proposals/Deadline

Proposals must be enclosed in a **sealed envelope labeled RFP No. 2026-07**, and submitted to the contact information below by, or before the deadline on **September 23, 2026, no later than 4:00pm, Yap local time.**

Campus Dean; Lourdes Roboman

COM-FSM Yap Campus/FMI

P.O. Box 286

Colonia Yap, FM 96943

Email: lourdesr@comfsm.fm

Terms and Conditions

The successful candidate may be awarded a professional services contract for the services identified in this RFP. Issuance of this RFP does not commit COM-FSM to award a contract or to pay any costs incurred in preparation of proposals responding to the RFP.

Review Rights

The college reserve the right to accept or reject any or all bid proposals and to enter into discussion and/or negotiations with one or more qualified proposers at the same time, if such action is in the best interest of the College of Micronesia-FSM, FMI.