# STATEMENT OF WORK

**FY24 LAUNDRY SERVICE FOR BASE GALLEY, COMFLEACT SASEBO**

Work Requirements: The Contractor shall provide all necessary labor, transportation, equipment, and material to perform the laundry services for Government-owned articles in accordance with terms and conditions stipulated herein. The contractor shall provide laundry service to the requesting activities on Sasebo U.S. Naval Base by pick up the soiled articles and return laundered articles with his vehicles in the interval which is pre-arranged by individual requesting activities between pick-up and return. Period of Performance is 15 Oct 2023 thru 14 Oct 2024.

* 1. The Contractor shall accomplish laundry services as follows:
  2. Location for pickup and delivery:

Requiring Activities Location

BASE GALLEY, CFAS Fleet Readiness Department Building #1523

COMFLEACT Sasebo Sasebo US Naval Base, Sasebo-shi, Nagasaki-ken, Japan

1.2 Pickup/return day cycle: During the period of 09:00 through 15:00 on Monday through Friday, the Contractor shall pick up all the articles to be laundered and return the finished products to the locations listed in the above on the following pickup day.

**Pickup/Return Days For BASE GALLEY, CFAS: Every Monday, Wednesday, and Friday**

* 1. Requirement to Facilities/Equipment and License: The laundry facilities/equipment used under this contract shall have updated the Government of Japan, **Certificate of “HOKENJO”**

# (Hygiene/Health Office) and “Contractor shall be capable of handling laundries at risk of disease” must be stated in the certificate.

* 1. Unserviceable Articles: When received from the Government Customer Activities, the Contractor shall return torn and unserviceable articles to the Government.
  2. Storage and Handling: While the Government-owned articles are in the possession of the Contractor, it shall be adequately stored and protected in a manner to prevent any loss or damage. When contaminated hospital linen is furnished for service under this contract, it shall be handled separately from other articles. The contract clause, “DFARS 252.237-7014 Loss or Damage (Count-of-Articles) (Dec 1991)”provided in the solicitation and contract will be applicable when any loss or damage of the Government-owned property is caused by the Contractor.

1. Packing and Marking: Packing and marking shall be in accordance with the commercial standard practice prevailing in the trade and requirement by the Government of Japan Hygiene/Health Office “Hokenjo” for disinfecting treatment service and GOJ Fire Station, General “Shohbou Cho” for fire retardant treatment service.
2. Inspection and Acceptance:
   1. Inspection and acceptance will be made by individual customer activities receiving the laundry service as specified in the above Paragraph 1.0.
   2. In individual delivery of laundered articles, the Contractor will return laundered articles with documentation showing the following:
      1. Date of delivery of laundered articles
      2. Date of pickup of the soiled articles
      3. Contract Line Item Number (CLIN) and brief description, quantity of the laundered articles

Upon delivery, the Government will certify and use the above documentation as acceptance record for the services rendered. The contractor will prepare monthly delivery ticket consolidating the above individual certification documentation, and the Contractor is required to support his monthly invoice with certified monthly delivery ticket.

1. Pickup and Delivery Points and Times: The contractor shall pickup and delivery the items between 09:00 – 15:00 hours, on Monday through Friday.

5. NOTES:

5.1 The Government POC:

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| --- | --- |
| Technical POC | Contracting POC |
|  | Name: Junko Nakashima  Title: Purchasing and Contract Specialist Command: FLCY Sasebo Contracts Division Tel: 0956-50-2850  E-mail: junko.nakashima.ln@us.navy.mil |

5.2 The Government will not responsible for transportation of contractor personnel.