



# Commonwealth Utilities Corporation

Office of the Executive Director



## INVITATION FOR BIDS

### CUC-IFB-17-018

#### Supply and Delivery of Water and Wastewater Annual Materials

The Office of the Executive Director for the Commonwealth Utilities Corporation (CUC) is soliciting competitive sealed bids from qualified vendors for the Supply and Delivery of Water & Wastewater Division Annual Materials for Saipan, Commonwealth of the Northern Mariana Islands.

*CUC may award a contract to more than one firm for the materials based on bids for "Commodity Groups".*

Prospective Bidders must pre-register with the CUC Procurement & Supply Division. The Bid Package may be obtained from the CUC Procurement and Supply Office, 3rd Floor, Room No. 3, Joeten Dandan Commercial Building, Saipan, between 7:30 a.m. to 11:30 a.m. and 12:30 p.m. to 4:00 p.m., Monday through Friday, except on government observed holidays, upon completion of registration and presentation of a receipt evidencing a non-refundable payment to the CUC Treasury Section, by cash, check or credit card in the amount of \$100.00 (non-refundable) for one IFB package set.

**One (1) original and Five (5) hard copies** must be submitted in a sealed envelope marked "***CUC-IFB-17-018, Supply & Delivery of Water & Wastewater Division Annual Materials***", to the CUC Procurement & Supply Office, 3<sup>rd</sup> Floor, Room No. 3, Joeten Dandan Commercial Building, P.O. Box 501220, Saipan, MP 96950, no later than **10:00 AM (ChST) on September 06, 2017** at which time they will be publicly opened and read aloud. Late submissions and conditional bids will not be considered. Bid shall be submitted on the provided Bid Forms. Bidders are required to complete all Bid Forms. Bidders may supplement the form as appropriate. Bids will be required to be submitted under a condition of irrevocability for a period of 60 days after submission.

All bidders are advised that CUC assumes no responsibility in any act of omission on the part of the bidders due to lack of information or understanding of the bid requirements in the course of Contractor's preparation of a bid under the contract.

A *Bid Guarantee* of fifteen (15%) percent of the total bid price must accompany the bids. The security deposit may be in cash, certified check, cashier's check, or bid bond executed by a surety company holding a certificate of authority from the United States Secretary of Treasury as an acceptable surety. A *Payment Bond* of one hundred (100%) percent and a *Performance Bond* of one hundred (100%) percent of the total bid price will be required upon the execution of the contract by the successful bidders. The Payment and

Performance bond must be executed by a surety company holding a certificate of authority from the United States Secretary of Treasury as an acceptable surety. Surety Company must be authorized to do business in the Commonwealth of the Northern Mariana Islands.

All insurers' questions, concerns and qualification shall be handled by the Department of Commerce Office of the Insurance Commissioner (OIC). The OIC is tasked with regulating and monitoring compliance to the CNMI's Insurance Code (Title 4, Division 7). Bidders are required to submit a clearance from the OIC certifying their insurer of choice is in compliance with the CNMI's Insurance Code.

All responses to this IFB shall take into account any and all taxes which will become the obligation of the proponent awarded a contract. Successful proponents will be required to submit a copy of a valid CNMI Business license in compliance with the Contractor's Registration and Licensing Laws of the Commonwealth of the Northern Mariana Islands, upon award of the contract.

The IFB does not commit CUC to award a contract, to pay any cost incurred in the preparation of the bid under this request, or to procure or contract for services. Prospective Bidders must comply with all CNMI and applicable Federal Laws. This bid and the ensuing contract shall be executed as per the CUC Procurement Regulations.

All questions or requests for clarification will be entertained only from pre-registered Prospective Bidders and must be submitted in writing no later than **10:00 AM (ChST) on August 22, 2017** to Manny B. Sablan, Jr., CUC Purchasing Administrator- via email address [manny.sablan@cucgov.org](mailto:manny.sablan@cucgov.org) with a copy to Geoffrey Ada, CUC Water-Wastewater, Inventory Technician – via email address [geoffrey.ada@cucgov.org](mailto:geoffrey.ada@cucgov.org) and Marcela Tenorio, CUC Purchasing Assistant-via email address [marcela.tenorio@cucgov.org](mailto:marcela.tenorio@cucgov.org).

CUC reserves the right to reject any or all bids and waive any imperfection in the bid proposal in the best interest of the government. All bids shall become the property of CUC.

GARY P. CAMACHO  
Executive Director

MANNY B. SABLAN, JR.  
Purchasing Administrator