



American Samoa Power Authority
P.O. Box PPB, Pago Pago AS 96799
Phone: (684) 699-3057
Email: aspabids@aspower.com; procurement@aspower.com



INVITATION FOR BID ("IFB")

SCRAP COPPER WIRES AND BRASS WATER METERS FOR SALE

January 11, 2019

IFB NO.: ASPA19.008.WHSE

APPROVED FOR ISSUANCE

WALLON YOUNG F.

ACTING EXECUTIVE DIRECTOR



American Samoa Power Authority
P.O. Box PPB, Pago Pago AS 96799
Phone: (684) 699-3057
Email: aspabids@aspower.com; procurement@aspower.com



NOTICE TO BIDDERS

INVITATION FOR BID (IFB)

ISSUANCE DATE: January 11, 2019

IFB #: ASPA19.008.WHSE

PROJECT: SCRAP COPPER WIRES AND BRASS WATER METERS FOR SALE

CLOSING DATE/TIME: January 23, 2019

The American Samoa Power Authority (ASPA) issues an Invitation for Bid (IFB) to evaluate, negotiate and contract with a prospective Bidder for the SCRAP COPPER WIRES AND BRASS WATER METERS FOR SALE. The selected Bidder must provide a bid that specifically and completely addresses a plan for completion of the tasks which are specified in Attachment A, The Scope of Work.

A complete IFB package may be viewed on ASPA's website, www.aspower.com, bids@aspower.com. For more information about this IFB, please contact the following person:

Ioana S. Uli
Procurement Manager
PH: 684-699-3057
bids@aspower.com

The American Samoa Power Authority reserves the right to:

1. Reject all bids and reissue a new or amended IFB;
2. Request additional information from any Bidder;
3. Select a firm for award based on other than "least cost" (e.g. capability to complete work in a timely fashion or proven technical capabilities);
4. Negotiate a contract with the Bidder that is selected for award; and/or
5. Waive any non-material violations of rules set up in this IFB at its sole discretion.

Wallon Young F., Acting Executive Director

Date



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BID INVITATION

IOANA S. ULI, PROCUREMENT MANAGER
AMERICAN SAMOA POWER AUTHORITY
OFFICE OF PROCUREMENT
P.O. BOX PPB
PAGO PAGO, AS 96799
(684) 699-3057
bids@aspower.com

DATED ISSUED: January 11, 2019

BID INVITATION NO: IFB No. ASPA19.009.WHSE

ISSUANCE DATE: January 11, 2019
RFP NO. ASPA19.009.WHSE
PROJECT NAME: SCRAP COPPER WIRES AND BRASS WATER METERS FOR SALE

- 1) All required submittals, including the Cost Proposal, must be addressed to the ASPA Procurement Manager at the above-listed address.
- 2) An original and one (1) PDF of the complete bid must be received at the ASPA Procurement Office no later than **January 23, 2019, @ 2:00 pm American Samoa Time.**
- 3) The envelope or box must be labeled **"RFP No. ASPA19.009- Scrap Copper Wires and Brass Water Meters For Sale."**
- 4) Late submittals will not be opened or considered and will be determined as non-responsive.
- 5) **A Site Viewing will be held on Tuesday, January 15, 2029 at 10:00 a.m. to view the sale items at the Warehouse Compound.**

Bids must be in the actual possession of the Procurement Manager at the location indicated, on or prior to the exact date and time indicated above.

A copy of this invitation for bid and any addenda may be obtained from our Internet Website at: <http://www.aspower.com> by OR bids@aspower.com selecting the Procurement link and the associated solicitation number.



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**AMERICAN SAMOA POWER AUTHORITY
 SPECIAL REMINDERS TO PROSPECTIVE BIDDERS**

BIDDERS are reminded to read the Bid Invitation Instructions and General Terms and Conditions attached to the IFB and verify that each submittal requirement (see boxes to be checked below) of the IFB is enclosed in the submittal envelope prior to the date and time of bid opening.

[X] 1. BID FORMS

- a. Bid Invitation Form (Page 3)
- b. Scope of Work Attachment A)
- b. Bid Transmittal Form (Attachment B)
- c. BIDDERS Qualification Sheet (Attachment C)

[X] 2. TECHNICAL BID

The Technical Bid shall follow the Scope of Work as outlined in Attachment B of this document.

[X] 4. COST BID

The Bidder shall submit a Cost Bid.

[X] 5. SPECIAL REMINDER FORM

This form must be completed and submitted.

All required forms must be signed and returned with the bid envelope. Failure to comply with these requirements may result in disqualification or rejection of the bid.

I, _____ the duly authorized representative of _____
 _____, acknowledge receipt of this special reminder to prospective
 BIDDERS together with "IFB No. ASPA19.008.WHSE - SCRAP COPPER WIRES AND BRASS
 WATER METERS FOR SALE" as of this date, _____ 2019.

 Signature of Bidder's Representative



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AMERICAN SAMOA POWER AUTHORITY
GENERAL TERMS AND CONDITIONS
SCRAP COPPER WIRES AND BRASS WATER METERS FOR SALE
IFB NO. ASPA19.008.WHSE

I. INTRODUCTION

- A. The American Samoa Power Authority (ASPA) hereby issues this Invitation for Bid ((IFB) for the processing of Scrap Copper and Copper Transformer Scrap from the Tafuna Compound.
- B. Through this IFB, ASPA seeks to evaluate, negotiate and contract with a qualified Bidder to provide and carry out a work plan that specifically and completely addresses the **Scope of Work (Attachment B)** of this document.
- C. This IFB describes the specifications for the services to be provided in sufficient detail to permit full and open competition and to allow qualified BIDDERS to properly respond to the requirements of the IFB.

II. AUTHORITY

- A. ASPA was formally established through legislative action by the American Samoa Government (ASG) in 1981.
- B. ASPA generates and distributes electrical power and provides water, wastewater and solid waste services for the islands of American Samoa
 - 1. As a separate and semi-autonomous authority, ASPA was established to afford better accountability for the utility's operations and cost of service.
 - 2. ASPA is governed by a five-member Board of Directors which is appointed by the Governor and confirmed by the legislature.
 - 3. ASPA's utility rates are developed and promulgated in accordance with ASG Administrative Procedures Act (ASCA § 4.1001 et. seq.) and specific guidelines within the Public Utility Regulatory Policies Act ("PURPA") for electricity.

III. SUBMITTALS

- A. The Bidder shall submit a completed "Special Reminders to Prospective BIDDERS" form.
- B. The Bidder shall submit a completed Attachment A "Bid Transmittal Form."



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- C. The Bidder shall submit a Technical Bid that completely addresses the requirements of Attachment B - Scope of Work.
- D. The Bidder shall submit a detailed Cost Bid.
- E. The Bidder shall submit information as required on Attachment C, the "Bidder Qualification Form".

IV. DATE/TIME/PLACE OF BID SUBMITTAL AND BID OPENING

- A. Each Bidder must submit its bid in a sealed envelope addressed to:

Ioana S. Uli
ASPA Procurement Manager
P.O. Box PPB
Pago Pago, AS 96799
- B. An original and one (1) PDF of the bid must be received in the Office of Procurement no later than **2:00 p.m. local time on or before January 23, 2019.**
- C. Late submittals will not be opened or considered and will be determined as non-responsive.
- D. All BIDDERS shall provide sufficient written and verifiable information that responds to the requirements of the IFB, and in accordance with the SOW.

V. ADDENDA

- A. ASPA reserves the right to issue addenda for any changes to this IFB.
- B. BIDDERS will be requested to send a signed "Receipt of Addenda" to ASPA for each addendum that may be issued.

VI. BID PREPARATION INSTRUCTIONS

- A. The bid must contain two (2) parts as follow:
 - 1. Technical/Logistical:
 - a. BIDDERS must list and delineate the specific actions which will be undertaken to achieve the goals and objectives of the Scope of Work.
 - a. Attachment C must include a list of three or more references and a project history to document a minimum of fthree (3) years of specific related experience.
 - 2. Cost Bid:



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a. The Bidder's cost submittal shall be presented per pound per item.

B. BIDDERS shall prepare their bids in detail accordingly.

VII. CONTRACT TERM

A. The term for this contract is one (1) year and an optional one (1) year renewal.

B. The contract term shall be initiated by the issuance of a Notice to Proceed by ASPA at which time a contract completion date will be established.

VIII. TYPE OF CONTRACT

A. The successful Bidder will provide services to ASPA under a negotiated fixed fee agreement.

IX. BASIS FOR SELECTION

A. Contract award will be made by ASPA in accordance with the evaluation criteria set forth herein and with ASPA's Procurement Rules.

B. Bids will be evaluated by a Source Evaluation Board (SEB).

1. SEB members shall be nominated by the ASPA Procurement Manager and approved by the Acting Executive Director.
2. Submission of a bid shall constitute a waiver of any challenge or dispute of the SEB process.

C. The SEB will evaluate each of the responsible submitted bids based on the highest bid.

D. Unless the Procurement Manager determines that satisfactory evidence exists that a "mistake" has been made, as set forth in Procurement Rule § 3-114, BIDDERS will not be permitted to revise their bids after bid opening.

E. When its evaluation process is complete, the SEB will forward a ranked order memorandum of recommendation for contract award to the Procurement Manager.

F. After receiving the Source Evaluation Board's written recommendation and concurring with that recommendation, the Procurement Manager shall forward the SEB recommendation to the Acting Executive Director for final approval.

G. ASPA reserves the right to make the contract award to the Bidder that submits the bid which best meets the requirements set forth herein and which is in the best interests of ASPA after taking into consideration the aforementioned factors.

XII. ATTACHMENTS

INVITATION FOR BID (IFB) NO. ASPA19.008.WHSE

MISC. SCRAP COPPER AND BRASS

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- A. Attachment A is the Scope of Work.
- B. Attachment B is the Bid Transmittal Form.
- C. Attachment C is the Bidder's Qualification Form.

XIII. QUALIFICATION OF BIDDERS

- A. At a minimum, the Bidder shall submit that information which is required by Attachment C, the "Bidder's Qualification Form."
- B. ASPA may make such investigations as it deems necessary to determine the ability of the Bidder to perform the work.
- C. The Bidder shall furnish to ASPA such additional information and data for this purpose as ASPA may request, or the bid may be deemed non-responsive.
- D. A Bidder from elsewhere than American Samoa shall be appropriately licensed in accordance with the state and/or country of the BIDDERS origin and shall be skilled and regularly engaged in the general type and size of work called for under this IFB.
- E. The successful Bidder shall possess a currently valid American Samoa Business License prior to the execution of the contract.

XIV. CONTRACT DOCUMENTS

The contract documents (the "Contract Documents") which govern all work set forth by this IFB consist of the following:

- 1. This IFB;
- 2. The Contract (or the "Agreement").

XV. WITHDRAWAL OF BID

- A. Any Bid may be withdrawn prior to the scheduled time for the opening of Bids by notifying ASPA in a written request.
- B. No Bid may be withdrawn after the time scheduled for opening of Bids.

XVI. OPENING AND EVALUATION OF BIDS

- A. In accordance with Procurement Rule § 3-110, Bids will be opened and recorded as part of the record for the Source Evaluation Board on the date and at the time indicated in Section V.B of this document.



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- B. All Bids will be opened at ASPA's Procurement Conference Room inside the New Operations Building at Tafuna Power Plant Compound or in another location so designated by ASPA's Procurement Manager in writing.

XVII. EXECUTION OF CONTRACT

Upon receiving ASPA's Notice of Award, the successful Bidder must sign and deliver the Contract to ASPA, together with any other documents as may be required by ASPA.

XVIII. IFB CONDITIONS

- A. This IFB does not commit ASPA to award a contract or to pay any cost incurred in the preparation of a bid.
1. Negotiate a contract with the Bidder selected for award; and
 2. Waive any non-material violations of rules contained in this IFB.
 1. If any Addenda are not received prior to submittal of the Bidder's Bid, a Supplementary Bid may be submitted in order to revise the original Bid;

ATTACHMENT A

SCOPE OF WORK

The undersigned bidder for the sale of Scrap Copper Wires and Brass Water Meters located at ASPA Warehouse, Tafuna Power Plant compound, shall submit bid offer(s), price per pound of scrap metal as outlined in Table 1.

Bidder shall pickup scrap by bidders' truck and by bidders' own labor. ASPA will assist in loading by fork lift onto bidders' truck. Pick up to be between 8:00 A.M. to 2:00 P.M., Monday through Friday. Scheduling to be arranged with the Warehouse Supervisor by calling 684-699-1930. Bidders' truck shall be empty-weighed at the ASPA weigh bridge Facility in Futiga in the presence of an ASPA representative. Loaded truck shall be weighed at same scale in the presence of an ASPA representative. If ASPA scrap containers are on the truck, the weight of scrap containers shall be deducted from the loaded weight. Containers shall not be taken from ASPA yard except as mentioned above. All expenses incurred in weighing and transporting is to be paid by bidder.

Successful bidder(s) will be required to pay scrap at bid price prior to removing any copper or brass from the Warehouse yard. Deposit must be by certified check, cashier's check, or cash to be paid at ASPA's Customer Service Office inside the New Operations Building at Tafuna Power Plant Compound..



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BID TRANSMITTAL FORM

Date: _____

AMERICAN SAMOA POWER AUTHORITY

 Signed

Seal

 Date

Table 1 Bid Price

Item #	Scrap Type	\$ or cents per pound
1.0	Pure copper metal	
2.0	Insulated copper metal	
3.0	Pure brass metal	
4.0	Mixed brass metal	

Bid Price Per Pound for scrap copper wires and brass water meters as shown in Table 1. Winning bidder(s) will need to pick up scrap metals within 2 weeks after bidder is awarded the bid.



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ATTACHMENT C
BIDDER QUALIFICATION FORM

1. Name of Organization: _____
2. Business Address: _____

3. Telephone: (Home Office) _____
 Business Telephone: _____
 Email Address: _____
 Fax Number: _____
 Tax Identification Number: _____
4. Contact Person: _____

5. Type of Business (please check one):
 Corporation _____ Partnership _____ Proprietorship _____ Joint Venture _____

Note: For Corporations – Articles of Incorporation Certification must be on record with the Treasurer of American Samoa. Copies of partnership agreements and articles of incorporation must be submitted to the revenue branch with application form and relevant documents. Aliens cannot operate sole ownership enterprises and partnerships with aliens are subject to immigration board review.

6. Place of Organization or State of Incorporation: _____
7. Owner’s Names and Addresses (if not a Corporation):

8. For Corporations: Names and Addresses of Directors, Officers, and Stockholders with 20% or greater interest in the company.

