



# Commonwealth Utilities Corporation

## Office of the Executive Director



### INVITATION FOR BIDS

#### CUC-IFB-25-028

#### SUPPLY AND DELIVERY OF FIVE (5) LIGHT-DUTY VEHICLES

The Office of the Executive Director for the Commonwealth Utilities Corporation (CUC) is soliciting competitive sealed bids for the provision of light-duty vehicles for Water/Wastewater Engineering's fleet in Saipan, Commonwealth of the Northern Mariana Islands.

*This project is funded by the United States Environmental Protection Agency (USEPA).*

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-25-028, Supply and Delivery of Five (5) Light-Duty Vehicles**" 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 August 14, 2025** at which time they will be publicly opened and read aloud. Bids mailed via postal or courier service must be received on or before due date and time or post-marked before submission deadline. Late submissions and conditional offers will not be considered.

A Bid Guarantee of not less than 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. Surety Company must be authorized to do business in the Commonwealth of the Northern Mariana Islands.

All insurers' questions, concerns and qualification should 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 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 or supply under 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 goods. This bid and the ensuing contract shall be executed as per the CUC

Procurement Regulations. All responses to this IFB should consider all taxes, including excise tax, which will become the proponent's obligation upon award of a contract.

Questions or requests for clarification will be entertained only from registered Proponents and must be submitted in writing **no later than 10:00 AM (ChST) on July 23, 2025** to Manny B. Sablan, CUC's Purchasing Administrator, via email [manny.sablan@cucgov.org](mailto:manny.sablan@cucgov.org) with copies to Nicolette Villagomez, CUC's Water/Wastewater Engineer via email at [nicolette.villagomez@cucgov.org](mailto:nicolette.villagomez@cucgov.org), and Marcela Tenorio, CUC's Administrative Coordinator at [marcela.tenorio@cucgov.org](mailto:marcela.tenorio@cucgov.org).

CUC reserves the right to reject any or all bids for any reason and waive any defects in the said bids, if in its sole opinion, to do so would be in the best interest of CUC. All bids submitted shall become the property of CUC.

KEVIN O. WATSON  
Executive Director

MANNY B. SABLAN  
Purchasing Administrator