



Commonwealth Utilities Corporation



INVITATION FOR BIDS

CUC-IFB-23-023

Supply and Delivery of
Permanent Meter Test Bench
And
Portable Meter Test Bench

The Office of the Executive Director, Commonwealth Utilities Corporation (CUC) is soliciting competitive sealed bids for the supply and delivery of one (1) permanent meter test bench and one (1) portable meter test bench for the island of Saipan, Commonwealth of the Northern Mariana Islands, to assist water operation staff with CUC's Sustainable Water Infrastructure Management Strategy (SWIMS) program.

The project is funded by a grant from the United States of Environmental Protection Agency (USEPA). The award of this project is contingent upon receipt of approval for project award from 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 **\$200.00** (non-refundable) for one IFB package set.

A Pre-Bid Conference followed by site visits will be held on **June 15, 2023 at 10:00 AM (ChST)** at the CUC Main Conference Room, 3rd Floor, Room No.17, Joeten Dandan Commercial Building.

One (1) original and Five (5) copies of the bid must be submitted in a sealed envelope marked "CUC-IFB-23-023, Supply and Delivery of Permanent Meter Test Bench and Portable Meter Test Bench" to the CUC Procurement & Supply Office, 3rd Floor, Room No. 3, Joeten Dandan Commercial Building, P.O. Box 501220, Saipan, MP 96950, no later than **10:00 AM (ChST) on June 28, 2023**, 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 due date and time. Bid shall be submitted on the provided Bid Forms. Bidders are required to complete all Bid Forms. Bidders may supplement this form as appropriate. Bids will be required to be submitted under a condition of irrevocability for a period of 60 days after submission. Late submissions and conditional bids 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 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 clearance from the OIC certifying their insurer of choice is in compliance with the CNMI's Insurance code.*

Bidders are required to comply with all CNMI and applicable Federal Laws. This bid and the ensuing contract shall be executed pursuant to the CUC Procurement Regulations.

This Invitation for Bids does not commit CUC to the award of a contract or contracts, nor to pay any cost incurred in the preparation and submission of bids in anticipation of a contract. 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.

Questions or requests for clarification will be entertained only from registered Proponents and must be submitted in writing no later than **10:00 a.m. (ChST) on June 16, 2023** to Manny B. Sablan, CUC Purchasing Administrator via email address, manny.sablan@cucgov.org, with a copy to Nicolette Villagomez, CUC Water/Wastewater Engineer via email address nicolette.villagomez@cucgov.org and to Marcela Tenorio, P&S, Senior Administrative Technician - 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.

BETTINA G. TERLAJE
Acting Executive Director

MANNY B. SABLAN
Purchasing Administrator