



**Commonwealth Utilities Corporation**  
**Office of the Executive Director**



## **INVITATION FOR BIDS**

### **CUC-IFB-18-004**

#### **SUPPLY & DELIVERY OF POWER DISTRIBUTION ANNUAL MATERIALS**

The Office of the Executive Director for the Commonwealth Utilities Corporation is soliciting competitive sealed bids from qualified vendors for the Supply and Delivery of Power Distribution Annual Materials for Saipan, Commonwealth of the Northern Mariana Islands.

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.

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

**One (1) original and Five (5) hard copies** must be submitted in a sealed envelope marked "CUC-IFB-18-004, Supply & Delivery of Power Distribution Annual Materials, Saipan, CNMI" to CUC Procurement & Supply Division, 3<sup>rd</sup> Floor, Room No. 3, Joeten Dandan Commercial Building, P.O. Box 501220, Dandan, Saipan MP 96950, **no later than 10:00 a.m. (ChST) on January 9, 2018**, 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. Bid shall be submitted on the provided Bid Forms. 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 copy of the entire submission is also required to be sent via email to CUC Procurement & Supply Division via email address [marcela.tenorio@cucgov.org](mailto:marcela.tenorio@cucgov.org).*

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.

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.*

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. Bidders shall comply with all CNMI and applicable Federal Laws. This bid and the ensuing contract shall be executed pursuant to the CUC Procurement Regulations. All responses to this Invitation for Bids should take into account any and all taxes which will become the obligation of the bidder, awarded a contract.

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. The award of a contract(s) is contingent upon the Commonwealth Public Utilities Commission and the Commonwealth Utilities Corporation, Board of Director's approval. The contract(s) will not be executed by CUC until such approval is provided.

Questions or requests for clarification will be entertained only from registered bidders and must be submitted in writing no later than **10:00 AM (ChST) on December 28, 2017** to Manny B. Sablan, CUC Purchasing Officer, via email address [manny.sablan@cucgov.org](mailto:manny.sablan@cucgov.org) with a copy to Marcela Tenorio, CUC Purchasing Technician via email [marcela.tenorio@cucgov.org](mailto:marcela.tenorio@cucgov.org); Joseph Crisostimo, CUC Power Division, Purchasing Technician via email [joseph.crisostimo@cucgov.org](mailto:joseph.crisostimo@cucgov.org); and Alfred Palattao, CUC Power Division, Engineer via email [alfred.palattao@cucgov.org](mailto:alfred.palattao@cucgov.org).

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

GARY P. CAMACHO  
Executive Director

MANNY B. SABLAN  
Purchasing Officer