



Commonwealth Utilities Corporation



INVITATION FOR BIDS

CUC-IFB-24-005

OFFICE SPACE LEASE FOR CUC ROTA's ADMINISTRATIVE FUNCTIONS & OPERATIONS

The Office of the Executive Director for the Commonwealth Utilities Corporation (CUC), is soliciting competitive sealed bids for the lease of a suitable office and operations support facility for the Headquarters of CUC's Administration and Operations on the island of Rota, Commonwealth of the Northern Mariana Islands.

The proposed office space must comply with American Disabilities Act (ADA), DPW, OSHA and CNMI Zoning regulation.

The IFB package may be obtained at 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 with CUC Procurement & Supply Division. The IFB package will be emailed to the registered Proponents email ID. For registration inquiries, please email Marcela Tenorio, CUC Senior Administrative Technician via email address, marcela.tenorio@cucgov.org.

One (1) original and Five (5) hard copies must be submitted in a sealed envelope marked "*CUC-IFB-24-005, Office Space Lease for CUC Rota's Administrative Functions and Operations.*" 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 February 9, 2024**, 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.

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 AM (ChST) on January 18, 2024** to Manny B. Sablan, CUC Purchasing Administrator via email address manny.sablan@cucgov.org with a copy to Alvin King, CUC Rota Resident Manager at email address alvin.king@cucgov.org and Marcela Tenorio at 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