



**PROCUREMENT AND SUPPLY  
COMMONWEALTH HEALTHCARE CORPORATION  
INVITATION TO BID**

**ITB21-CHCC/THC-001**

**SUBMISSION DEADLINE: FEBRUARY 11, 2021 TIME:10:00AM (CHST)**

**“TINIAN HEALTH CENTER NETWORK INFRASTRUCTURE  
PROJECT”**

INTERESTED PARTIES CAN DOWNLOAD THIS INVITATION TO BID FROM THE CHCC WEBSITE [WWW.CHCC.GOV.MP]. ONCE AT THE SITE, NAVIGATE TO **REQUEST FOR PROPOSALS** TAB ON THE LEFT NAVIGATION BAR. CLICK ON THE URL FOR THIS RFP. YOU WILL BE REQUIRED TO ENTER DATA TO ALLOW US TO TRACK ALL REQUESTS FOR THIS OPPORTUNITY.

THE CHCC RESERVES THE RIGHT TO REJECT ANY AND ALL PROPOSAL AND TO WAIVE ANY IMPERFECTIONS IN ANY PROPOSAL, IF TO DO SO SHALL BE IN THE INTEREST OF THE CHCC. ALL PROPOSALS SHALL BECOME THE EXCLUSIVE PROPERTY OF THE COMMONWEALTH HEALTHCARE CORPORATION.

/S/ ESTHER L. MUNA  
CHCC CHIEF EXECUTIVE OFFICER

/S/ CORA P. ADA  
DIRECTOR OF PROCUREMENT & SUPPLY



# Commonwealth Healthcare Corporation

Commonwealth of the Northern Mariana Islands

1 Lower Navy Hill Road Navy Hill, Saipan, MP 96950



## INVITATION TO BID (ITB)

### Tinian Health Center Network Infrastructure Project ITB21-CHCC/THC-001

#### I. BACKGROUND INFORMATION

The Commonwealth Healthcare Corporation (CHCC), located in the Commonwealth of the Northern Mariana Islands is soliciting bids from qualified vendors to submit a proposal to provide a complete network cabling solution that covers all steps from the initial site survey to equipment acquisition and complete installation, including cabling and, if necessary, upgrades to existing infrastructure at the location specified in Section III of this ITB. This ITB package contains the necessary information and guidelines for interested vendors to develop and submit bids.

Commonwealth Healthcare Corporation (CHCC) oversees the Tinian Health Center (THC), a satellite clinic located at San Jose Village, Tinian. It is the only medical facility on Tinian and has been serving the community since 1987. Services offered include: outpatient clinic, ER, Public Health and Family Planning, H.O.M.E. Visiting, Pharmacy, Dental, Radiology, Lab, Video Counseling (by referral) and Medical Referral.

Prospective vendors must be certified data and voice cable installers. Certificates must be included in submission.

#### II. NATURE OF WORK

During the period of the agreement, the prospective contractor is expected to work with CHCC/THC staff at the identified location as specified in Section III of this ITB. The prospective contractor is expected to deliver the services in an efficient, trustworthy, and professional manner.

The prospective contractor must have experience to qualify for the award of the contract, the vendor must be able to show proof that it has the manpower, equipment and financial resources to complete the scope of work as specific in Section IV of this ITB.

#### III. LOCATION:

The property is located in Tinian, CNMI.

#### IV. DETAILED SPECIFICATIONS:

##### A. Network Cable Drops

- **Total drops 197. 150 data and 47 voice.**  
(Location and drop quantities can be found in Appendix A)
- Network cables must be blue Southwire 1,000 ft. 23/4 Solid CU CAT6 CMR (Riser) and suitable for both commercial and residential use indoors.
- Must use Leviton 61110-RL6 CAT6 Keystone Jacks
- Cables must be secured in wall moldings at each cable drop location.
- Cables must be properly dressed and secured.
- All cables and faceplates must be labeled with a machine generated label per industry standards. Surface Mount Box must be clearly marked data or voice.
- All cable runs must have a ten (10) foot service loop on the MDF end of the cable and a three (3) foot service loop at the jack end.
- Network drops must be home run to the Main Distribution Frame (MDF). **Any existing data cables connected to a switch outside of the MDF must be removed.**
- The contractor shall terminate cables properly on both ends.
- The contractor shall use Velcro-styled straps to tie-wrap all cables. Tie-wrap shall occur on two (2) foot intervals.
- Traditional cable ties shall be used where required to properly support cables and to protect them from harm or other environmental elements (i.e., to be used in ceilings to keep cables off of lighting fixtures or ceiling grids).
- **Leave no more than a 0.50 inch of untwisted cable at the terminated ends.**
- **All cables must be level 3 tested with printed results as passed.**
- **All holes occurring from installation must be sealed with fire retardant silicone & paints**
- **Removal and cleaning of existing cables and wall moldings**
- **Miscellaneous and other equipment/parts needed for installation must be included (i.e. cable tie, cable tie, screws, j hooks, mounting accessories for security camera (junction box, etc...))**
- **Must be polished and clean after installations**

##### B. MDF Requirements

- **Install Tripp Lite SmartRack 42U Standard-Depth Rack Enclosure Cabinet with Clear Acrylic Window** **1 Qty**
  - Heavy-duty, locking, 42U Premium Rack Enclosure Cabinet that accommodates all standard 19-inch rackmount equipment and ships fully assembled for quick and easy deployment in secure, high-density server and IT networking environments.
  - Standard 24" (600mm) width and 42" (1050mm) depth for optimal use of floor space
  - 3000 lbs (1360.8 kgs) stationary / 2250 lbs (1020.6 kgs) rolling load capacity
  - Locking, removable, reversible front and rear doors
  - Locking, removable side panels keyed alike with doors
  - Pre-installed casters and leveling feet; Rolls through standard 7-ft. (2.13 m) doorway

- Meets all enclosure requirements towards PCI DSS (Payment Card Industry Data Security Standard) Compliance
  - **Must be secured to the floor**
  - **Proper cable organization for networking and power**
- **Remove/dismount existing wall mount rack, switches, patch panel.**
  - Patch panel must be transferred/mounted to the Tripp Lite 42U Server Rack Enclosure.
- **Install/mount Tripp Lite SmartPro LCD 120V 1500VA 900W 2U Rack/Tower Line-Interactive UPS** **2 Qty**
  - 1500 VA 900W UPS Battery Backup Uninterruptible Power Supply with AVR, Pure Sine Wave output (battery mode) & LEDs
  - 120V NEMA 5-15P input with a 10 ft. cord, 6 NEMA 5-15R outlets- 2 switched load banks
  - USB, RS232, EPO and slot for Network Management Card options
  - Corrects brownouts and overvoltages from 83V to 147V
  - Supports a half load of 300W up to 13.2 min
- **Install/mount Tripp Lite Isobar 12-Outlet Network Server Surge Protector 1U 20A** **2 Qty**
  - Output: 2400 W
  - Mounts into 1U of space in EIA-standard 19 in. racks
  - Network-grade 3840-joule surge protection rating
  - Diagnostic LEDs confirm power, protection and line fault status
  - 20A resettable circuit breaker prevents dangerous overloads
  - Includes 15 ft. AC power cord with NEMA 5-20P plug
- **Install/mount QuickTreX 48 Port Keystone Blank Patch Panel (2 RU)** **5 Qty**
  - The contractor shall install the data station cables such that the data ports appear from left to right on the station patch panel with “D1” appearing next to “D2” and so on across the entire row before moving down to the next row. Same will apply for voice “V1” appearing next to “V2”, etc.
  - Each patch panel port shall have a typed, non-smearing label using a self-adhesive sticker indicating the port number in accordance with the Cable Identification and Labeling section.
  - All labels shall be machine generated. Hand-written labels will not be accepted.
- **Install/mount Neat Patch Cable Manager** **5 Qty**
- **CAT 6 Patch Cable – 2 Ft, Blue** **197 Qty**
- **CAT 6 Patch Cable – 6 Ft, Yellow** **20 Qty**
- **Install/mount Dell Networking N1548P managed switch** **6 Qty**
  - 48 1Gb RJ45 10/100/1000Mb PoE+ auto-sensing ports
  - Four integrated 10GbE SFP+ ports
  - One integrated power supply (600W AC)
  - **Installed/mounted to 42U server rack**
- **Install Dell Networking Transceiver SFP 1000 Base-T** **14 Qty**
- **Install MPS1000 external power supply for N1500 PoE+ switches** **6 Qty**
  - **Installed/mounted to 42U server rack**
- **Install/mount peplink router into 42U server rack**
- **Install/mount smartRG & MBR into 42u server rack via shelving accessories**
  - **Must be supplied by contractor**

### **C. MDF Power Requirements**

- **Installation of electrical pipe from main panel to power supply in (1) THC-MDF (if applicable)**
- **Installation of power cables from main panel to each supply**
- **Installation of socket for NEMA 5-20P input for use with:**
  - **Tripp Lite Isobar 12-Outlet Network Server Surge Protector, 15 ft. (4.57m) Cord with 5-20P Plug, 3840 Joules, Diagnostic LEDs, 1U Rack-Mount**
  - **Tripp Lite SmartPro LCD 120V 1500VA 900W Line-Interactive UPS, AVR, Extended Runtime, 2U Rack/Tower, LCD, USB, DB9, 8 Outlets**
  - **Testing and verification of power supply for use with the above equipment**

### **V. INFORMATION AND FORMAT REQUIRED IN THE BID**

All bids submitted by the prospective vendor must contain the following:

1. Brief history and description of the company (including the date the company was founded and date of operation in the CNMI)
2. Statement of company's capabilities and experience
3. Overall plan and approach to ITB
4. Provide a minimum of three (3) references (arrange references from most recent project)
5. The name of authorized personnel to negotiate the bid and contract (should also be the contact person)
6. Provide a copy of a CNMI Business License and W-9
7. Other information that may be helpful to the evaluation team.

### **VI. GENERAL AND ADMINISTRATIVE INFORMATION:**

#### **a. Posting of Proposal**

Interested parties can download this Invitation to Bid (ITB) from the CHCC Website [www.chcc.gov.mp]. Once at the site, navigate to **RFP** tab on the left navigation bar. Click on the URL for this **ITB21-CHCC/THC-001**. You will be required to enter date to allow us to track all requests for this opportunity.

#### **b. General Provision**

Until the selection process is completed, the content of the bid will be held in strictest confidence and no details of any bid will be discussed outside the Evaluation Team created by the Corporation. This ITB does not constitute an offer and does not obligate the Corporation in any way. The Corporation reserves the right to reject any or all bids for any reason and waive any defect in said bids, negotiate with any qualified offers, or cancel in part or its entirety this ITB, if it is in the best interest of the Corporation.

CHCC will enter a contract with the successful vendor pursuant to the terms of the standard government independent contract. Additional terms and conditions will be attached as exhibits to the standard independent contract.

**c. Place, Date, and Time of Submission**

Proposers shall submit four (4) copies in addition to the original proposal (5 in total) marked **“ITB21-CHCC/THC-001** to the CHCC Division of Procurement and Supply, Administrative Building, Lower Navy Hill, Saipan.

And/OR

Email your proposal and all supporting documents to Corazon P. Ada, Director, CHCC Division of Procurement and Supply, at [cora.ada@chcc.gov.mp](mailto:cora.ada@chcc.gov.mp), no later than 1000hrs (10am) CHST on February 11<sup>th</sup>, 2021.

Please note submission instructions:

- All submissions must include the RFP/ITB# and Project Title in the email subject.
- All documents must be submitted in Adobe PDF Format.
- All pages of your proposal must include the RFP/ITB# and Project Title in the header, plus page number in the footer.

Failure to follow the instructions regarding the submission of RFP Responses may result in the CHCC's choice to disqualify such bids.

**d. Cost of Preparation**

All costs incurred by the vendor in preparing a response to this RFP and subsequent inquiries shall be borne by the vendor. All bids and accompanying documentation will become the property of CHCC and will not be returned. The Commonwealth Healthcare Corporation reserves the right to reject any or all bids for any reason and to waive any defects in said bid, if in its sole opinion, to do so would be in the best interest of CHCC.

**e. Questions and Inquiries**

Any questions or requests for clarification should be directed to:

Commonwealth Healthcare Corporation  
Health Information Technology  
HIT Director  
Anthony Reyes  
PO BOX 500409  
Saipan, MP 96950  
Email: [anthony.reyes@chcc.health](mailto:anthony.reyes@chcc.health)  
Tel: 670-234-8950 Fax: 670-234-8930

Or

Ms. Cora P. Ada  
Director of Procurement  
Tel #670-234-8950 ext. 3561  
Email: [cora.ada@chcc.gov.mp](mailto:cora.ada@chcc.gov.mp)


All questions or requests for clarification should be in writing. Facsimile transmission of questions or requests for clarification is acceptable.


**VII. EVALUATION CRITERIA**

NOT APPLICABLE

**VIII. SELECTION PROCESS**

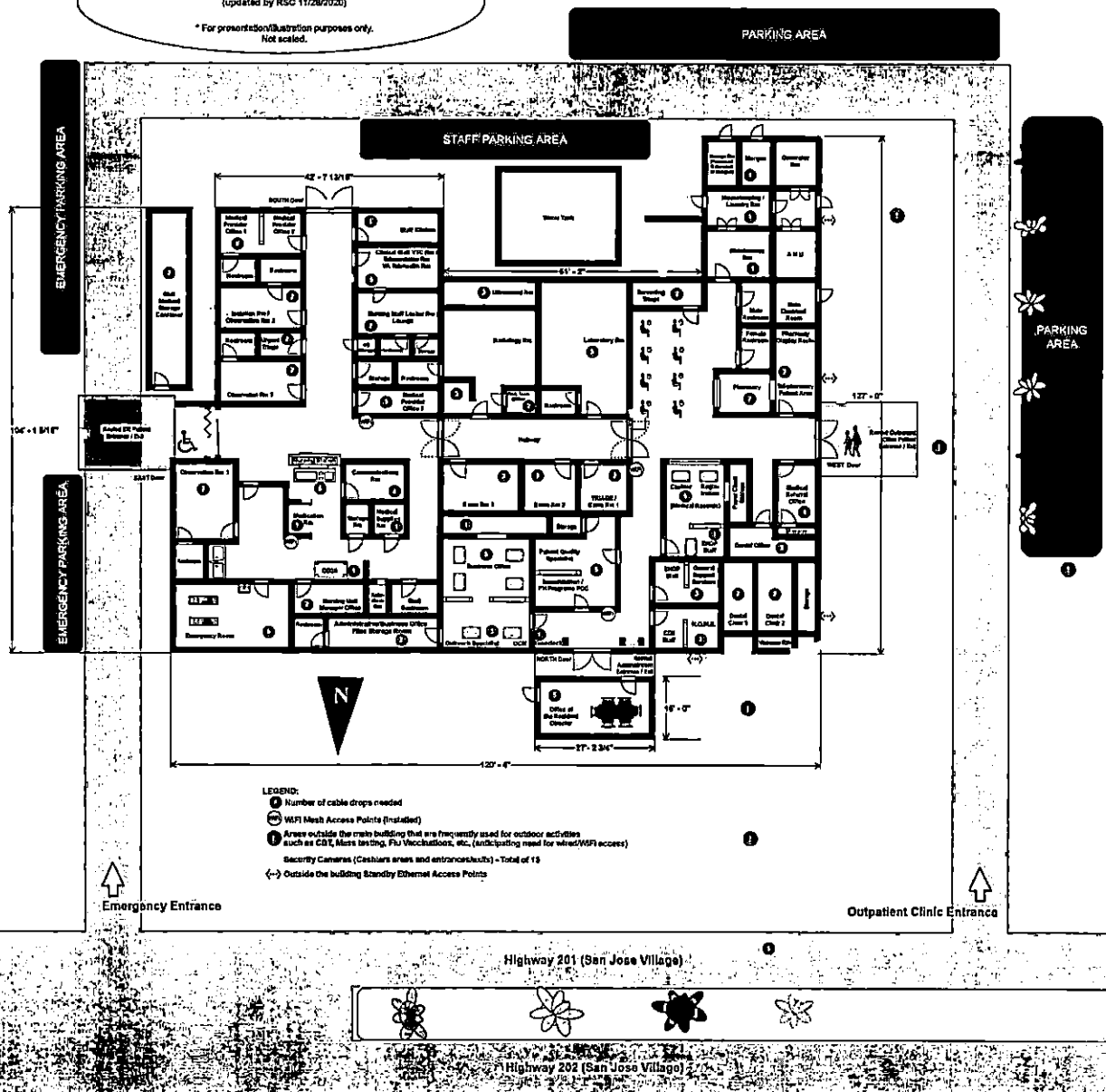
Proposals submitted will be awarded to the lowest bidder.

Approved By:  Date: 01/26/21  
Esther L. Muna  
Chief Executive Officer

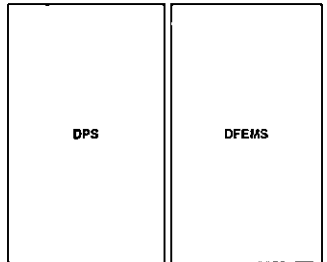
Approved By:  Date: 1/26/21  
Cora Ada  
Director of Procurement & Supply

Commonwealth Healthcare Corporation  
**TIBAN HEALTH CENTER**  
**Building Floor Plan\***  
 (updated by RSC 11/28/2020)

\* For presentation/illustration purposes only.  
 Not scaled.



- LEGEND:**
- ① Number of cable drops needed
  - ② WFI Mesh Access Points (if installed)
  - ③ Areas outside the main building that are frequently used for outdoor activities such as CBT, Mass testing, Flu Vaccinations, etc. (anticipating need for wired/WIFI access)
  - Security Cameras (Cashiers areas and entrances/exits) - Total of 18
  - ↔ Outside the building Standby Ethernet Access Points



US POST OFFICE



THC CABLE DROPS PLAN (VOICE AND DATA)			
	Location Descriptions	DATA (QUANTITY)	VOICE (QUANTITY)
1	Medical Provider Office 1 and Office 2	6	2
2	Medical Provider Office 3	3	1
3	40-ft Medical Storage Container	2	1
4	Isolation Rm / Observation Rm 3	2	1
5	Observation Rm 2	2	1
6	Staff Kitchen	1	1
7	Clinical Staff VTC Rm / Telemedicine Rm / VA Telehealth Rm	5	1
8	Nurses Locker Room / Lounge	2	1
9	Observation Rm 1	2	1
10	Emergency Rm	5	1
11	Nursing Unit Manager Office	2	1
12	Medical Supplies Rm	1	1
13	Communications (Radio Rm) - Monitor Room for the Security Cameras	6	1
14	Nursing Station	6	1
15	Medication Rm	1	1
16	OD2A Workstation	1	1
17	Administrative/Business Office Files Storage Rm	2	1
18	Exam Rm 3	3	1
19	Exam Rm 2	3	1
20	Exam Rm 1 / TRIAGE	3	1
21	Business Office (Total)	6	2
22	DCM / Training & Outreach Specialist (GGC)	3	1
23	Immunization / PH Programs POC / Patient Quality Specialist	5	2
24	H.O.M.E. / CDI Staff	3	2
25	EHDP Staff / General Support Services	3	2
26	Medical Records (Total including 1 EHDP Staff in the same office)	6	2
27	Dental (Total) - anticipated needs for teledentistry plan)	7	2
28	Medical Referral	4	2
29	Radiology (Total including Ultrasound Rm and Office)	8	2
30	Laboratory	5	1
31	Screening Triage / Booster Immunizations	2	1
32	Morgue	1	1
33	Housekeeping / Laundry Rm	1	1
34	Maintenance Rm	1	1
35	Pharmacy	7	2
36	Telo-pharmacy patient area	3	1
37	Timeclock (beside the door to the Business Office)	1	
38	Resident Director's Office	5	1
39	WiFi Mesh Access Points	4	
40			
41	Camera for Cashiers and Building Security	13	
42	Outside the Building Standby Access Points (with water proof cover)	4	
43			
	Total	150	47

THC CABLE DROPS PLAN (VOICE AND DATA)			
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19	Exam Rm 2	3	1
20	Exam Rm 1 / TRIAGE	3	1
21	Business Office (Total)	6	2
22	DCM / Training & Outreach Specialist (CGC)	3	1
23	Immunization / PH Programs POC / Patient Quality Specialist	5	2
24	H.O.M.E. / CDII Staff	3	2
25	EHPD Staff / General Support Services	3	2
26	Medical Records (Total including 1 EHPD Staff in the same office)	6	2
27	Dental (Total) - anticipated needs for teledentistry plan)	7	2
28	Medical Referral	4	2
29	Radiology (Total including Ultrasound Rm and Office)	8	2
30	Laboratory	5	1
31	Screening Triage / Booster Immunizations	2	1
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43			
	Total	150	47



# Commonwealth Healthcare Corporation

Commonwealth of the Northern Mariana Islands  
1 Lower Navy Hill Road Navy Hill, Saipan, MP 96950



January 26<sup>th</sup>, 2021

Ms. Donna Rivera  
Saipan Tribune  
PMB 34, P.O. Box 10001  
Saipan MP 96950

**SUBJECT: ITB21-CHCC/THC-001**

Referenced to above subject, please publish the attached Invitation to Bid in your newspaper on the following dates:

January 28<sup>th</sup> and February 4<sup>th</sup>, 2021

The size of the advertisement should not exceed 1/16 page (3.4 x 2.6) of a page in your newspaper. Please email a copy of the ad, for correction if any, to [cora.ada@chcc.gov.mp](mailto:cora.ada@chcc.gov.mp) before the ad is put out for publication.

Please mail or submit your original invoice to the Commonwealth Healthcare Corporation, to CHCC Procurement & Medical Supply Office at P.O. Box 500409, Saipan MP 96950.

Your billing should reference to **ITB21-CHCC/THC-001** and the requesting agency is Procurement and Medical Supply office to be charged un Purchase Order Number 709245 - OP.

Sincerely,

A handwritten signature in blue ink, appearing to read "Cora P. Ada".

Cora P. Ada  
Director, Procurement & Supply



# Commonwealth Healthcare Corporation

Commonwealth of the Northern Mariana Islands  
1 Lower Navy Hill Road Navy Hill, Saipan, MP 96950



January 26, 2021

Ms. Noemi Borrromeo  
Marianas Variety  
P.O. Box 500231  
Saipan MP 96950

**SUBJECT: ITB21-CHCC/THC-001**

Referenced to above subject, please publish the attached Invitation to Bid in your newspaper on the following dates:

January 28<sup>th</sup> and February 4<sup>th</sup> , 2021

The size of the advertisement should not exceed 1/16 page (3.4 x 2.6) of a page in your newspaper. Please email a copy of the ad, for correction if any, to [cora.ada@chcc.gov.mp](mailto:cora.ada@chcc.gov.mp) before the ad is put out for publication.

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Your billing should reference to **ITB21-CHCC/THC-001** and the requesting agency is Procurement and Medical Supply office to be charged un Purchase Order Number 709246 - OP.

Sincerely,

A handwritten signature in blue ink, appearing to read "Cora P. Ada".

Cora P. Ada  
Director, Procurement & Supply