



PROCUREMENT AND SUPPLY
COMMONWEALTH HEALTHCARE CORPORATION
INVITATION TO BID (ITB)
ITB22-CHCC/FINANCE-002

SUBMISSION DEADLINE: OCTOBER 22, 2021 TIME: 10:00AM (CHST)

“PROCUREMENT OF COMPUTER STATIONS”

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)

PROCUREMENT OF COMPUTER STATIONS ITB22-CHCC/FINANCE-002

I. BACKGROUND INFORMATION

The Commonwealth Healthcare Corporation (CHCC), located in the Commonwealth of the Northern Mariana Islands is soliciting bids from vendors to submit a proposal that are interested in providing materials for the upgrade of Finance's workstations.

As CHCC is about to transition to the new system and with Microsoft announcement of the end of support for later version of Windows, the HR, Admin, and Revenue Cycle department are in dire need of replacing their workstations. This will allow them to be able to run new applications and get more protection from spyware and malwares.

II. NATURE OF WORK

During the period of the agreement, the prospective contractor is expected to deliver the goods 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 the full capacity, both financial and understanding of the needs in order to qualify for the award of the contract, the vendor must be able to show proof financial resources to complete the scope of work as specific in Section IV of this ITB.

III. LOCATION:

CHCC Facility – Lower Navy Hill Garapan Saipan

IV. DETAILED SCOPE OF WORK SPECIFICATIONS:

1. 24" Monitor - Quantity: 110 20" Monitor - Qty: 30
 - Device Type: LED Backlight Technology
 - Panel Type: IPS (In-Plane Switching)
 - Aspect Ratio: 16:09
 - Native Resolution: 1920 x 1080 at 60 Hz
 - Pixel Pitch: 0.275 mm x 0.275 mm
 - Brightness: 250 cd/m² (typical)
 - Contrast Ratio: 1000:1 (typical)

- Response Time: 8 ms typical (Normal) 5 ms typical (Fast) (gray to gray)
- Color Support: 16.7 Million Colors
- Input Connectors: 1 X VGA, 1 X DisplayPort 1.2
- Display Position Adjustments: Tilt Only (-5° to 21°)
- Screen Coating: Anti-Glare
- Dimensions (WxDxH) - with stand: 21.68 inches x 6.73 inches x 16.52 inches
- Weight: 7.17 lb

24" Conference Ready Monitor QTY: 20

- In-Plane Switching (IPS) Panel
- VGA | HDMI | DisplayPort Inputs
- 1920 x 1080 Full HD Resolution
- 1000:1 Static Contrast Ratio
- 250 cd/m² Brightness
- 178°/178° Viewing Angles
- 6 ms Response Time (GtG)
- Integrated 2 MP Webcam
- Built-In USB 3.0 Hub

2. Micro Desktop - Quantity: 100

- Processor: 11th Generation Intel® Core™ i7-11700T (8 Cores, 16MB Cache, 1.4GHz to 4.6GHz, 35W)
- RAM: 16GB, 1x16GB, DDR4 non ECC memory
- Operating System: Windows 10 Pro - 64 bit
- Software: Microsoft Office Pro 2019
- Hard Drive: M.2 256GB PCIe NVMe Class 40 Solid State Drive
- Keyboard: Black Wired Multi-Media Keyboard English
- Mouse: Black Wired Mouse
- Intel Wi-Fi 6 AX201, Dual-band 2x2 802.11ax with MU-MIMO + Bluetooth 5.1 with Internal Antenna
- Dimensions: 1. Depth: 1.42" (36 mm) 2. Width: 7.03" (178.50 mm) 3. Height: 7.16" (182 mm)

3. Micro AIO Stand - Quantity: 100

Product Type: Stand - desktop

- Tilt: -5° to 21°
- Pan: 90°
- Lift: 51.18 in
- Rotation: 180°
- Adjustments: Height, tilt, swivel, rotation
- Recommended Use: Monitor / mini PC
- Recommended Display Size: 19"-27"
- VESA Mounting Interface: 100 x 100 mm
- Max Load Weight: 12.6 lbs
- Package Content: Cable cover, VESA adapter kit

4. APC 600VA UPS - Quantity: 100

V. INFORMATION AND FORMAT REQUIRED IN THE BID

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

1. Statement of company's capabilities and experience
2. The name of authorized personnel to negotiate the bid and contract (should also be the contact person)
3. Propose Fee (Itemize)
4. Provide a copy of a CNMI Business License and or W-9
5. 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 **ITB22-CHCC/FINANCE -002**. 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

Please email your proposals and all supporting documents to Corazon P. Ada, Director, CHCC Division of Procurement and Supply, at chcc.procurement@gmail.com, no later than: **10:00AM Chamorro Standard Time (CHST) on October 22nd, 2021.**

Proposers may opt to submit out (4) hard copies in addition to the original proposal (5 in total) to the CHCC Division of Procurement and Supply, Main Office Garapan Saipan.

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

All questions or requests for clarification must be made in writing through email. All emails **MUST** contain the RFP/ITB # and Project Title in the email subject.


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Health Information Technology
HIT Director
Bel Busby
PO BOX 500409
Saipan, MP 96950
Email: bel.busby@chh.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

VI. SELECTION PROCESS

Award shall be made to the lowest responsive bid by responsible bidder whose bid fully meets the requirements of the Invitation to Bids. Prior to award of contract, the successful bidder will be subjected to a responsibility determination in conformance with the CHCC Procurement Regulations, Section 140-80.1-245

Approved By:  Date: 10/6/21
Esther L. Muna
Chief Executive Officer

Approved By:  Date: 10/6/21
Cora Ada
Director of Procurement & Supply