



**PROCUREMENT AND SUPPLY
COMMONWEALTH HEALTHCARE CORPORATION
REQUEST FOR PROPOSAL (RFP)**

RFP21-CHCC/HIT-002

SUBMISSION DEADLINE: SEPTEMBER 7th, 2021 TIME: 10:00AM (CHST)

” PROCUREMENT OF CHCC INTER-FACILITY FIBER OPTICS”

INTERESTED PARTIES CAN DOWNLOAD THIS REQUEST FOR PROPOSAL 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
DETAILED REQUIREMENTS AND SCOPE OF WORK
HEALTH INFORMATION TECHNOLOGY
REQUEST FOR PROPOSAL (RFP)



PROCUREMENT OF CHCC INTER-FACILITY FIBER OPTICS
RFP21-CHCC/HIT-002

I. BACKGROUND INFORMATION

The Commonwealth Healthcare Corporation (CHCC), located in the Commonwealth of the Northern Mariana Islands, is soliciting proposals from qualified vendors that are interested in providing fiber optics installation from the HIT Main Distribution Frame to Inter-Facility network locations. To accommodate the need for improved network connectivity throughout the CHCC main campus, this project aims to replace existing copper uplinks between IDFs to fiber optics. Due to the nature of the healthcare corporation's 24-hour operations, we are requiring a mandatory site assessment and Level III results of passed from the awarded vendor.

This RFP package contains the necessary information and guidelines for interested vendors to develop and submit proposals.

II. NATURE OF WORK

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

The prospective contractor must acknowledge and fully comply with Infection Control Risk Assessment (ICRA) requirements. Due to critical locations of the work throughout the healthcare facility, we are requiring that the contractor must be a fiber optics certified installer/splicer. The prospective contractor must use US-made fiber optic cables. Contractor's certification must be submitted with this RFP.

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 specified in Section IV of this RFP.

III. LOCATION OF WORK

Activities as indicated in the scope of work and service specifications (section IV), shall be completed at the HIT MDF (Main Distribution Frame) and IDFs (Intermediate Distribution Frames), at the CHCC main campus in Navy Hill.

IV. DETAILED SCOPE OF WORK

The qualified vendor will provide the following professional services and equipment:

Fiber Optic Installation from HIT Main Distribution Frame to Inter-Facility Locations

- Installation of 12-strand single mode fiber optic from HIT MDF to each of the IDF locations below:
 - LAB IDF, in J04 Office
 - IDF4, in Data Processing Office
 - IMMU IDF, in HIV/STD Front Office
 - PH IDF, in Public Health, Sheena's Office
 - AC2 IDF, in In-Patient Pharmacy
 - NSUP IDF, in D07 DSIDE Nursing Lounge
 - RADIOLOGY IDF, in Radiology Front Desk
 - LANDD IDF, in FSIDE Labor and Delivery Nursing Station
 - BILLING IDF, in Medical Referral Office
- All construction work that includes the following will be contractor responsibility:
 - PVC pipe installation and pull box installation
 - All other necessary materials
- All fiber optics must be secured and terminated to the rack or wall mount at the respective IDF. Note that fusion splicing the fiber cables are not allowed for this project.
- Contractor must provide fiber optic patch cables (LC compatible) and other necessary materials
- ***Cables must be properly terminated and tested at both sides, with results of passed***
- ***Contractor must be fiber optics certified installer/splicer. Contractor's certification must be submitted with the quote.***

V. INFORMATION AND FORMAT REQUIRED IN THE PROPOSAL

All RFPs submitted by the prospective vendors **MUST** contain the following information:

1. Statement of company's capabilities and experience.
2. Proposed fee for the scope of work (refer to Section III).
3. Overall Plan and approach to RFP
4. Provide a minimum of three (3) references (arrange referenced from most recent project)

5. The name of the authorized personnel to negotiate the proposal and contract (should also be the contact personnel.)
6. Copy of valid Business License from the CNMI, United States and its territories.
7. Proof Company General Liability Insurance of at least \$100,000.
8. Other information that may be helpful to the Evaluation Team.

CHCC reserves the right to request for additional information or documents that it may consider necessary and relevant to assist it in evaluating a proposal.

VI. GENERAL AND ADMINISTRATIVE INFORMATION

a. Posting of RFP

Interested parties can download this Request for Proposal (RFP) 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 **RFP21-CHCC/HIT-002**. You will be required to enter data to allow us to track all requests for this opportunity.

b. General Provision

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

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

c. Mandatory Pre-Submission On-Site Assessment

A mandatory on-site assessment of the project area will be held on 08/16/2021 at 9:00 AM. Assembly will be held at the IT Conference Room, all interested vendors can attend and may take measurements and will have the opportunity to ask additional questions.

d. 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 cora.ada@chcc.health, no later than: **1000 hours (10am) Chamorro Standard Time on 09/07/2021**.

Or

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, Lower Base, Saipan.

Please note submission instructions:

- All submissions must include the RFP# 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# and Project title in the header, plus page number in the footer.

Failure to follow these instructions will be considered unresponsive and your proposal will not be included for technical evaluation.

d. Cost of Preparation

All costs incurred by the vendor in preparing a response to this RFP and subsequent inquiries shall be done by the vendor. All proposals 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, Clarifications, or Inquiries

All questions or requests for clarification must be made in writing through email.

All emails **MUST** contain the RFP# and Project title in the email subject.

Submit questions:

➤ **Corazon P. Ada**
Director, Procurement and Medical Supply Office
Email: cora.ada@chcc.health
Tel. No. 670-234-8950 ext. 3561

VII. EVALUATION CRITERIA

a. Technical Criteria

Award will be made to the proposer whose proposal is most advantageous to the Corporation considering the evaluation factors set forth below.

- Experience in similar or related projects (40%).
- Demonstrate understanding and ability to meet requirements under the nature of work (20%)
- Approach to the project (20%)
- Cost (20%)

b. Cost Criteria

Price is also a factor for consideration and price will be evaluated in comparison with the overall merit of the proposals. Technical merit is more important than price and the Corporation reserves the right to award the contract other than the lowest priced proposal. As proposals become more equal in technical merit, the importance of price will increase.

VIII. SUCCESSFUL VENDOR NOTIFICATION PROCESS

Upon selection, the successful vendor(s) will be advised to negotiate the contract with CHCC. Should the negotiations fail to result in an agreement, CHCC reserves the right to cancel the negotiation and select the next recommended vendor, which in CHCC's opinion, is the most qualified proposer. If the contract is not agreed to with any of the vendors, the RFP will be cancelled and re-advertised.

Approved By:  Date: 08/04/21
Esther L. Muna
Chief Executive Officer

Approved By:  Date: 8/4/21
Cora P. Ada
Director, Procurement & Supply