



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

ITB22-CHCC/WIC-025

SUBMISSION DEADLINE: SEPTEMBER 5TH, 2022 TIME:10:00AM (CHST)

**“PROCUREMENT OF COMPUTER SYSTEM FOR WIC’S
MANAGEMENT INFORMATION SYSTEM UPGRADE”**

INTERESTED PARTIES CAN DOWNLOAD THIS INVITATION TO BID FROM THE CHCC WEBSITE [WWW.CHCC.HEALTH]. 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
CHIEF EXECUTIVE OFFICER

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

INVITATION TO BID

NOTICE TO BIDDER: Failure to Provide Company Name, Address, Phone & Fax Numbers and Email Address on this INVITATION TO BID FORM may result in **bid rejection**.

Company Name:

INVITATION TO BID #: **ITB22-CHCC/WIC-025**

Address:

BID MUST BE IN OUR OFFICE BY:

Phone # :

September 5th, 2022 at 10:00AM CHST

Fax # :

Email Address:

SPECIAL NOTICE TOP BIDDER:

EACH ITEM MUST BE PRICED SEPARATELY FROM OTHERS. THIS REQUEST DOES NOT COMMIT THE COMMONWEALTH HEALTHCARE CORPORATION IN ANYWAY TO PAY ANY COSTS INCURRED IN THE PREPARATION OR THE SUBMISSION OF THIS SUPPLIES AND SERVICES

ADDRESS ALL CORRESPONDENCE TO:

COMMONWEALTH HEALTHCARE CORP.
PROCUREMENT & SUPPLY
P.O. BOX 500409, SAIPAN MP 96950
ATTN: DIRECTOR OF PROCUREMENT
PHONE # 670-234-8950 EXT 3561
EMAIL ADD: CORA.ADA@CHCC.HEALTH

SUPPLIES OR SERVICES	QTY.	U/M	UNITE PRICE	TOTAL AMOUNT
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Duration of Contract: The term shall be for one (1) year and/or upon completion of deliverables.

(SEE ATTACHED DETAILED SPECIFICATIONS)

Please email your proposal or submit hard copies to Ms. Corazon P. Ada, Director, CHCC Division of Procurement and Supply, at chcc.procurement@gmail.com or physically at Lower Base, Saipan no later than August 29, 2022 at 10:00 AM CHAMORRO STANDARD TIME.

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 proposals.

General Provisions

Bids will be publicly opened and read at the Procurement Main Office located at the Administrative Bldg., Lower Navy Hill, Garapan, Saipan at **10:00AM CHST September 5th, 2022.**

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.

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.

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.

NOTE: FAILURE TO SIGN THIS BID SUBMISSION WILL RESULT IN ITS REJECTION.

Signature: _____ Date: _____



COVID COMPLIANCE

This applies to Bidders/Proposers

Compliance Requirements. COVID-19 PROOF OF VACCINATION

Pursuant to CMS QSO-22-07 Guidance for the Interim Final Rule – Medicare and Medicaid Programs; Omnibus Covid-19 Healthcare Staff Vaccination – this rule establishes requirements regarding COVID-19 vaccine immunization of staff among Medicare and Medicaid certified Providers and “Suppliers”.

Contractor/Vendor’s Certification and Signature:

The undersigned certifies that it gives its assurances to comply with the foregoing provisions and its representations are accurate, complete and current.

(Signature)

Date: _____

(Typed or Printed Name)

(Title)

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DETAILED SPECIFICATIONS:

DESKTOP REQUIREMENTS:

Q'TY = 24

- 12TH Generation Intel Core i7
- 16 GB RAM
- 512 GB SSD or NVMe SSD
- Microsoft Office 2019 Pro
- Matching Video outputs with monitor (either DP or HDMI)
- MICRO FORM FACTOR, COMPATIBLE WITH AN ALL-IN-ONE STAND

MONITOR REQUIREMENTS:

Q'TY = 24

- 24" LED flat panel monitor
- 1920x1080 Native resolution
- Matching video inputs with desktop (either DP or HDMI)
- COMPATIBLE WITH AIO STAND (CAN BE MOUNTED ON STAND OR VICE VERSA)

AIO STAND REQUIREMENTS:

Q'TY = 24

- Monitor must be compatible with this stand
- Micro form factor PC must be compatible with this stand; must be mounted onto the stand, behind the monitor
- Monitor mount should be able to tilt and swivel

UPS REQUIREMENTS:

Q'TY = 24

- 10 outlets with USB and Serial Ports
- AVR & GREEN POWER UPS
- EMI/RFI FILTERS
- 1000 VA

LAPTOP REQUIREMENTS:

Q'TY = 12

- 12th Gen Intel Core i5
- 16 GB RAM
- 256 GB SSD or NVMe SSD
- Intel Wi-Fi 6E Series + Bluetooth 5.2
- Windows 10 Pro
- Microsoft Office Professional
- 15" screen
- Weight of less than 4 lbs.
- Carrying case/travel bag with shoulder strap

SCANNER:

Q'TY = 7

- ADF Scanner type with Duplex
- Speed:
 - o Simplex: 80 ppm @ 200/300 dpi
 - o Duplex: 160 ipm @ 200/300 dpi
- ADF Capacity: 80 sheets (letter)
- Expected daily volume: 11,000 sheets
- Optical Resolution: 600 dpi
- Output resolution: color/grayscale/monochrome 50 – 600 dpi
- Output format:
 - o Color: 24 – bit
 - o Grayscale 8-bit
 - o Monochrome: 1-bit
- Selectable background color
- Can load document size and thickness range:
 - o Thickness range: 1.4 mm plastic card to 110lb paper
 - o Size range: 2 x 2.1 in to 8.5 x 14 in.
- Supported operating system: Windows 10, Windows 11

PDF EDITOR SOFTWARE

Q'TY = 20

- o Industry Standard PDF editor software

PROJECTOR

Q'TY = 2

- o 3600 lumens or better
- o RESOLUTION: 1280 X 800 WXGA
- o SUPPORTED RESOLUTION 1080p
- o Size – projected distance: 50" – 300"
- o Wireless ready

- o Remote management software

TV

Q'TY = 3

- o 60 inch QLED 4K TV
- o Ultra slim profile
- o Smart tv capabilities
- o Compatible wall mount