



PROCUREMENT AND SUPPLY
COMMONWEALTH HEALTHCARE CORPORATION
INVITATION TO BID

ITB23-CHCC/PHEPP-MRC-020

SUBMISSION DEADLINE: OCTOBER 25, 2023 TIME:10:00AM (CHST)

"LEASE OF VEHICLES"

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 ITB. 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 ANO 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 #: ITB23-CHCC/PHEPP/MRC-020

Address: BID MUST BE IN OUR OFFICE BY:

Phone # : October 25, 2023 at 10:00AM CHST

Fax # :

Email Address:

SPECIAL NOTICE TOP BIDDER:

ADDRESS ALL CORRESPONDENCE TO:

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

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 renewable up to 5x depending on funding availability.

SPECIFICATIONS: LEASE OF VEHICLE

One (1) Unit 4 Door mid-size Pickup Truck; Two (2) Units 5 Door SUV

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 **October 25, 2023 at 10 AM Chamorro Standard Time (CHST).**

Proposers may opt to submit (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/ITB# 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 **10:00 AM CHST, October 25, 2023.**

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 a 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: _____

LEASE OF VEHICLE

VEHICULAR SPECIFICATIONS: One (1) Unit 4 MID-SIZE Pick Up Truck Class “I” Body Type

A. MECHANICAL/PERFORMANCE

- 6 Cylinder
- Displacement 3.5 or Greater
- Horsepower 250 or Greater
- 5 Speed Automatic Transmission
- Anti-Lock Braking System
- Power Door Locks and Windows

B. INTERIOR FEATURES

- Air conditioning Front and Back
- AM/FM Radio w/CD player
- Bluetooth
- Backup Camera
- Reclining Front Bucket Seat
- Power Steering
- Retrax Bedcover

C. SAFETY

- Safety sense including pre-collision system
- Lane departure alert and steering assist
- Auto high beams

D. OTHER FEATURES

- NEW – 2024- OR 2023-YEAR MODEL (Bidders must indicate separate bid price on each year model)
- Safety Inspection and Registration
- Tow Package
- Spare tire with jack and lug wrench
- Undercoating protection
- 24-hour roadside emergency assistance

E. WARRANTY

- Regular Service & Maintenance (every 6 months or 6,000 miles)
- Payment terms on a yearly basis
- Termination for Convenience Clause
- Full Coverage Insurance Policy
- Registration and dealer fees, annual safety inspections until the expiration or termination of the lease agreement
- Courtesy/loaner vehicle to be provided during regularly scheduled vehicle maintenance and or repairs, including fuel

DEALERS MUST COMPLY WITH PUBLIC LAW 15-23 “ENERGY EFFICIENCY” TO THE EXTEND POSSIBLE.

LEASE OF VEHICLE

VEHICULAR SPECIFICATIONS: Two (2) Units 5 Door SUV – “Class “T” Body Type

A. MECHANICAL/PERFORMANCE

- 4 Cylinder
- Displacement 4.0 or Greater
- Horsepower 120 or Greater
- 5 Speed Automatic Transmission
- Anti-Lock Braking System
- Power Door Locks and Windows

B. INTERIOR FEATURES

- Air conditioning Front and Back
- AM/FM Radio w/CD player
- Bluetooth
- Backup Camera
- Reclining Front Bucket Seat
- Power Steering

C. SAFETY

- Safety sense including pre-collision system
- Lane departure alert and steering assist
- Auto high beams

D. OTHER FEATURES

- NEW – 2024- OR 2023-YEAR MODEL (Bidders must indicate separate bid price on each year model)
- Safety Inspection and Registration
- Tow Package
- Spare tire with jack and lug wrench
- Undercoating protection
- 24-hour roadside emergency assistance

E. WARRANTY

- Regular Service & Maintenance (every 6 months or 6,000 miles)
- Payment terms on a yearly basis
- Termination for Convenience Clause
- Full Coverage Insurance Policy
- Registration and dealer fees, annual safety inspections until the expiration or termination of the lease agreement
- Courtesy/loaner vehicle to be provided during regularly scheduled vehicle maintenance and or repairs, including fuel

DEALERS MUST COMPLY WITH PUBLIC LAW 15-23 “ENERGY EFFICIENCY” TO THE EXTEND POSSIBLE.



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)