



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



LEASE OF VEHICLES

ITB24-CHCC/PHS-IMMUNIZATION-028

SUBMISSION DEADLINE: SEPTEMBER 23, 2024 TIME: 10:00AM (CHST)

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
CHCC 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 BIDFORM may result in **bid rejection**.

Company Name: INVITATION TO BID #: ITB24-CHCC/PHS-IMMUNIZATION-028

Address: BID MUST BE IN OUR OFFICE BY:

Phone # : SEPTEMBER 23, 2024 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 renewable up to 5x depending on the vehicle performance on the 1st year and contingent on the funding source.

SPECIFICATIONS: LEASE OF VEHICLES

1-Unit Pick-up Truck

1-Unit SUV (Please see attached Vehicle Specifications)

Please email your proposal or submit hard copies to Ms. Corazon P. Ada, Director, CHCC Division of Procurement and Supply, at procurement@chcc.health or physically at Lower Base, Saipan no later than **September 23, 2024 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 23, 2024.

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: _____

ITB24-CHCC/IMMUNIZATION-028 VEHICULAR SPECIFICATIONS

One (1) Unit 4 DOOR (MID-SIZE PICK UP TRUCK)

MECHANICAL/PERFORMANCE

ENGINE SIZE	6 CYLINDER 4WD (PRO4X)
DISPLACEMENT	3.5. OR GREATER
HORSEPOWER	250 OR GREATER
TRANSMISSION	5 SPEED OR GREATER AUTOMATIC
	ANTI-LOCK BRAKING SYSTEM
	POWER DOOR LOCKS AND WINDOWS

A. OTHER FEATURES

- AIR-CONDITIONING FRONT AND BACK
- A/M/FM RADIO W/CD
- BLUETOOTH
- BACKUP CAMERA
- ALLOY WHEEL
- RECLINING FRONT BUCKET SEAT
- POWER STEERING
- RETRAX BEDCOVER
- SAFETY INSPECTION AND REGISTRATION
- TOW PACKAGE
- NEW 2024- OR NEWER MODEL (Bidders must indicate separate bid price on each year model)

B. MAINTENANCE

- Unlimited Mileage
- Regular Service & Maintenance (every 6 months or 6,000 miles)
- Complimentary loaner vehicle during regularly scheduled vehicle maintenance and or repairs, including fuel
- Safety Inspection, Registration, Tire Repair and Rust Protection
- Manufacture bumper to bumper warranty up to 36,000 miles
- Spare tire with jack and lug wrench
- Undercoating protection

C. INSURANCE COVERAGE

- Limit of Liability \$15,000/each person, \$30,000/each accident
- Property Damage \$15,000
- Medical Payments \$3,000 each person

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VEHICLE SPECIFICATIONS

A. Vehicle Specifications (SUV):

- 2024 or New Model
- Minimum Passenger Seating: 5 Passengers, 7 passengers preferred
- Automatic Transmission
- All Wheel or Four wheel drive
- Power Steering
- Automatic Power window and door lock
- Air conditioning with variable temperature multiple speed blower
- Power window and Door lock with Keyless entry
- Driver and front passenger airbags
- AM/FM Radio
- Alloy wheel
- Safety glass windshield and window
- Spare tire with jack and lug wrench
- Seats-Easy to clean fabric and spill proof (preferred)
- Dark interior (optional)
- Genuine floor mats for all front, rear and cargo floors

B. Maintenance:

- Unlimited Mileage
- Regular service and maintenance (every three (3) months or 3,000 miles)
- Complementary loaner vehicle
- Safety Inspection, Registration, Tire Repair and Rust Protection
- Manufacturer bumper-to-bumper warranty up to 36,000 miles

C. Insurance Coverage:

- Limit of Liability \$15,000/each person, \$30,000/each accident
- Property Damage \$15,000
- Medical Payments \$3,000 each person

D. Warranty Included:

- Manufacturer bumper-to-bumper 2 years or 36,000 miles
- Powertrain warranty 5 years or 60,000 miles

E. Delivery:

- Vehicle delivery must be between thirty (30) to forty-five (45) calendar days after issuance of the Notice-to-Proceed