



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

ITB25-CHCC/HIT-003

SUBMISSION DEADLINE: FEBRUARY 5TH, 2025 TIME:10:00AM (CHST)

“PROCUREMENT OF COMPUTER STATIONS”

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 #: **ITB25-CHCC/HIT-003**

Address: BID MUST BE IN OUR OFFICE BY:

Phone # : **February 5th, 2025 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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(SEE ATTACHED DETAILED SPECIFICATIONS)

Duration of Contract: Within Six-6 Months upon issuance of NTP Letter or Purchase Order.

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 **FEBRUARY 5th, 2025 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 FEBRUARY 5TH, 2025.

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: _____

ITB25-CHCC/HIT-003

PROCUREMENT OF COMPUTER STATIONS

DETAILED SPECIFICATIONS

Overview:

Intended Use:

These computer workstations will be utilized in our medical wards as well as the billing and collections departments. They must support multitasking capabilities to efficiently run a variety of applications, including the EHR system, medical imaging (radiology) software, web-based applications, word processing tools, specialized billing and collections programs, data processing and spreadsheet software, and tools for scanning, editing, and managing images and PDFs.

Procurement of the Lenovo Brand is sought to ensure compatibility and to allow us to connect to each site without any difficulties.

The successful vendor will supply and deliver the following:

- **Quantity: 50 – Lenovo ThinkCentre Tiny Form Factor Computer Workstations**
 - Technical Specifications of Tiny Form Factor Computer Workstations:
 - Processor: 14th Generation Intel Core i5 Processor
 - Memory: 16GB DDR5 RAM (2 x 8GB modules preferred but not required)
Memory should be user-upgradeable up to 32 GB
 - Solid State Drive: minimum of: 256GB SSD M.2
 - Wireless: Intel® Wi-Fi 6 AX201 2x2 AX & Bluetooth® 5.1 or above (External Antenna)
 - Video Output: 1 HDMI & 1 Display Port
 - Integrated Ethernet Port
 - Tool-less for Open Chassis
 - Dimensions: 36.5mm x 179mm x 182.9mm / 1.44" x 7.05" x 7.2"
 - Operating System: (See Volume Licensing item request below)
 - Warranty: Hardware and Support - 2 years, with KYD (Keep Your Drive)
 - Solid State Drive will be retained by the CHCC, regardless of any defect or replacement needs for the workstation, to ensure compliance with HIPAA regulations.
 - **Included Accessories and Peripherals:**
 - Compatible vertical stand
 - Compatible wired keyboard and wired mouse
- **Quantity: 60 Microsoft Windows 11 PRO 64**
 - Volume licensing

- Transferrable digital license (between workstations)
- Perpetual
- **Quantity: 60 Microsoft Office Pro Plus LTSC 2021 (latest perpetual edition)**
 - Volume licensing
 - Transferrable digital license (between workstations)
 - Perpetual
- **Quantity: 30 – Dell E2425H Non-touch Monitor, cables, and adapters**
 - Technical specifications:
 - Viewable Screen Size: 23.8"
 - Resolution: 1920 x 1080 at 60Hz
 - Aspect Ratio: 16:9
 - Adjustability: Tilt
 - Panel Technology: Vertical Alignment
 - Ports: 1 Display Port, 1 VGA connector
 - Cables: Power cable, display port cable
 - Adapter or cable: HDMI to VGA
 - Vesa mount compatible (100 x 100)
 - Pixel Per Inch: 93
- **Quantity: 30 – APC BE600 M1 UPS Battery Backup and Surge Protector 600VA**
 - Technical Specifications:
 - Main input voltage: 120V
 - Rated power in VA: 600VA
 - Output connection type: 5 NEMA 5-15R, and 2 NEMA 5-15R surge, 1 USB
 - Battery type: User-replaceable lead-acid battery
- **Quantity: 10 – Lenovo ThinkPad E Series Gen2**
 - Technical Specifications:
 - 16" Screen, NON-touch, 300 nits
 - Intel Core Ultra 5 Processor
 - 16 GB DDR-5 RAM
 - 256 GB SSD M.2
 - 720P HD RGB Camera with Microphone
 - NO fingerprint reader
 - Black keyboard with number pad
 - Operating System: See volume licensing requirements
 - Warranty: Hardware and Support - 2 years, with KYD (Keep Your Drive)
 - Solid State Drive will be retained by the CHCC, regardless of any defect or replacement needs for the workstation, to ensure compliance with HIPAA regulations.

- **Quantity: 10 – Lenovo ThinkPad Universal USB-C Dock**

- Technical Specifications

- 1 x USB- C Port
- 3 x USB 3.2 G2, 2 x USB 2.0
- 2 x Display Port
- 1 x HDMI
- 90-watt Power adapter
- USB-C cable