



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

**REPLACEMENT AND UPGRADE OF (15) VIVOTEK FD9391-EHTV-V2 8MP
OUTDOOR FIXED DOME AI CAMERAS
(SUPPLY, SHIP, LICENSE, INSTALL, TEST AND COMMISSIONING)**

RFP25-CHCC/HIT-021

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

INTERESTED PARTIES CAN DOWNLOAD THIS REQUEST FOR PROPOSAL FROM THE CHCC WEBSITE [WWW.CHCC.HEALTH]. ONCE AT THE SITE, NAVIGATE TOWARDS THE BOTTOM AND SELECT THE **REQUEST FOR PROPOSALS** TAB. CLICK ON THE URL FOR THIS RFP/ITB.

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

Commonwealth of the Northern Mariana Islands

1178 Hinemlu' St. Garapan, Saipan, MP 96950



REQUEST FOR PROPOSAL

Replacement and Upgrade of Fifteen (15) Vivotek FD9391-EHTV-V2 8MP Outdoor Fixed Dome AI Cameras (Supply, Ship, License, Install, Test, and Commissioning)

RFP25-CHCC/HIT-021

I. INTRODUCTION:

The Commonwealth Healthcare Corporation (CHCC) Health Information Technology Department, located in the Commonwealth of the Northern Mariana Islands is soliciting proposals for the replacement and upgrade of fifteen (15) Vivotek FD9391-EHTV-V2 8MP Outdoor Fixed Dome AI Cameras. The camera units comply with ONVIF profiles G, S, and T; and have IP69K-, NEMA 4X-, and IK10-rated enclosures that are suitable for outdoor use. Each camera unit must include a Pro (NR) Edition channel license compatible with Vivotek's Video Management Software (VMS). This RFP package contains the necessary information and guidelines for interested vendors to develop and submit proposals.

II. BACKGROUND AND OVERVIEW OF CHCC:

The Commonwealth Healthcare Corporation (CHCC) oversees the Commonwealth Health Center (CHC) which is an 86 bed, Medicare certified hospital located on the island of Saipan, Commonwealth of the Northern Mariana Islands (CNMI). The two-level hospital opened in 1986. The hospital's scope of services includes an Emergency Department, Laboratory, Pharmacy, Radiology, Obstetrics, Neonatal Intensive Care Unit, ICU, Surgery, Pediatrics, Dialysis unit, Oncology Center, and various outpatient clinics.

III. LOCATION:

The property is located in Saipan at 1178 Hinemlu' St. Garapan.

IV. SCOPE OF WORK for Replacement and Upgrade of Fifteen (15) Vivotek FD9391-EHTV-V2 8MP Outdoor Fixed Dome AI Cameras

- 1) Installation of the **Vivotek FD9391-EHTV-V2 8MP Outdoor Fixed Dome AI Cameras** in the following CHCC Facility locations:
 - a. Cameras 1, 2, 3, and 4: Provider Parking (former MCATS)

- b. Cameras 5, 6, 7, 8, and 9: Patient and Pharmacy Drive-Thru Parking
 - c. Cameras 10, 11, 12, and 13: Emergency Department and Physician Parking
 - d. Camera 14: Maintenance Upper Wall
 - e. Camera 15: Facilities Management Upper Wall
- 2) Licensing, Installing, Testing, and Commissioning of the **Vivotek FD9391-EHTV-V2 8MP Outdoor Fixed Dome AI Cameras** to the CHCC's Vivotek Video Management Software (VMS) Station.
 - 3) Vendor must include all necessary switches, conduits, equipment, parts, and consumables needed for this installation.
 - 4) Cables must be terminated and tested by level 3 tester with printed results of passed.
 - 5) All holes that occurred from installation to be sealed with fire retardant silicone and paints.
 - 6) Must be polished and clean after installation.
 - 7) Vendor is responsible for all permits required by the Department of Public Works for the performance of this work
 - 8) Vendor must attend a site visit for this request for proposal.
 - 9) *Note: Please indicate the cost of the scope of work and supplementary materials separately from the other line items.*

V. DETAILED SPECIFICATIONS:

Supply, Ship, License, Install, Test, and Commissioning of Fifteen (15) Vivotek FD9391-EHTV-V2 8MP Outdoor Fixed Dome AI Cameras

- 1) 3840 x 2160 Resolution at 30 fps
- 2) IR LEDs for Night Vision up to 164'
- 3) 4.4-10.2mm Motorized Varifocal Lens
- 4) 110 to 43° Horizontal Field of View
- 5) Two-Way Audio
- 6) Supports microSD Cards
- 7) RJ45 Ethernet with PoE Technology
- 8) Complies with ONVIF Profiles G, S & T
- 9) IP69K & NEMA 4X Rated for Outdoor Use
- 10) IK10-Rated for Vandal Resistance

Features

This unit uses a 1/1.8" progressive scan CMOS sensor to capture 4K UHD resolution video at 30 fps. Four IR LEDs provide up to 164' of night vision. The camera's 4.4-10.2mm motorized varifocal lens delivers a 110 to 43° horizontal field of view. Two-way audio is possible thanks to a built-in microphone, along with an audio input and output. An onboard memory card slot accepts microSD/SDHC/SDXC cards (available separately). Integrated PoE technology simplifies connectivity by enabling the transfer of power and data through a single cable.

VI. GENERAL AND ADMINISTRATIVE INFORMATION:

a. Posting of Proposal

Interested parties can download this Request for Proposal (RFP) from the CHCC Website [www.chcc.health]. Once at the site, navigate to the RFP tab located at the bottom of the site. Click on the URL for this **RFP25-CHCC/HIT-021**. You will be required to enter information to allow us to track all requests for this opportunity.

b. Mandatory On-site assessment

A mandatory on-site assessment of the project area will be held on August 7th, 2025 at **09:00 AM**. Due to some location of the work within the facility, all vendors are required to sign the attached **CHCC's Statement of Confidentiality**, marked as "Exhibit A". All interested vendors must attend and may take measurements and ask additional questions. General assembly will be at the IT Conference Room located right next to CHCC Gift Shop. Statement of Confidentiality Document will be collected prior to assessment.

c. General Provision

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 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 bids for any reason and waive any defect in said bids, negotiate with any qualified offers, or cancel in part or its entirety this RFP, if it is in the best interest of the Corporation.

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.

d. Place, Date, and Time of Submission

Proposers shall submit proposals and all supporting documents to **Corazon P. Ada, Director, CHCC Division of Procurement and Supply, at procurement@chcc.health no later than: 10:00AM Chamorro Standard Time on September 5, 2025.**

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, CHCC Main Office, Saipan. Failure to follow the instructions regarding the submission of RFP/ITB responses may result in the CHCC's choice to disqualify such proposals.

Please note submission instructions:

- All submissions must include the **RFP25-CHCC/HIT-021** 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.

e. Cost of Preparation

All costs incurred by the vendor in preparing a response to this RFP and subsequent inquiries shall be borne by the vendor. All bids 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.

f. Questions & Inquiries

All questions or requests for clarification must be made in writing through email by close of business **August 29, 2025**. No oral comment, response, answer, or direction from other CHCC Personnel is binding unless also furnished in writing to all prospective bidders.

Email all inquiries to:

Bel Busby

Director of Health Information Technology

Email: bel.busby@chcc.health

Tel: 670-234-8950 ext. 2937

Or/Cc:

Cora P. Ada

Procurement Director

Email: Cora.ada@chcc.health

Tel. 670-234-8950 ext. 3561

VII. INFORMATION AND FORMAT REQUIRED IN THE PROPOSAL

All proposals submitted by vendors must contain the following:

1. Cover letter from Vendor stating interest and ability to successfully complete the above-described project.
2. Brief overall plan and approach to the RFP.
3. The name of authorized personnel to negotiate the proposal fee (should also be the contact person).
4. Warranty - minimum of 3-years coverage or higher.
4. Provide a copy of CNMI Business License (if applicable) and/or W-9 Form.
5. Proof of Insurance coverage for the contractor and property liability insurance of at least Minimum of \$100,000.00.
5. Other information that the vendor thinks may be helpful.

VIII. EVALUATION CRITERIA

After the evaluation process, CHCC plans to make an award to the vendor whose proposal is most advantageous to the Corporation considering the evaluation factors set forth below:

a. Technical criteria

- i. 25% Qualifications and Experience in similar or related projects
- ii. 25% Technical approach to meet deliverables and meet timelines of the project.
Must be financially stable and must have adequate equipment and tools.
- iii. 25% Project Approach – demonstrate understanding and ability to meet requirements.
- iii. 25% Cost Proposal

Total = 100%


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.

IX. SELECTION PROCESS

Proposals submitted will be evaluated, and selection will be made based on the evaluation criteria mentioned in Section VIII. Upon selection, the successful Contractor will be advised to negotiate their fees with CHCC. Should the negotiation fail to result in an agreement, CHCC reserves the right to cancel the negotiation and select the next Contractor, which in CHCC's opinion, is the most qualified proposer and based upon the Evaluation Results. If the contract is not agreed to with any of the responsible Contractors, the RFP will be cancelled and re-advertised pursuant to §140-80.1-210 Competitive Sealed Proposals.

Approved By:  Date: 8/7/25
for Esther L. Muna, PhD, FACHE, MHA
Chief Executive Officer

Approved By:  For Date: 8.7.25
Cora Ada
Director of Procurement & Supply