



# NORTHERN MARIANAS HOUSING CORPORATION

P.O. BOX 500514, Saipan, MP 96950-0514

Email: [nmhc@nmhc.gov.mp](mailto:nmhc@nmhc.gov.mp)

Website: <http://www.nmhcgov.net>

## INVITATION FOR BIDS

*(This ad is paid for by NMHC with HUD funds)*

### NMHC IFB 2023-004

#### Rehabilitation of the Tinian Little League Baseball Field

The Northern Marianas Housing Corporation (NMHC) is hereby giving notice that NMHC is soliciting sealed bids for the Rehabilitation of the Tinian Little Baseball Field Project located in San Jose, Tinian.

Interested individuals or firms may access the project package beginning January 23, 2023, at the NMHC Central Office in Garapan, Saipan, during regular working hours (7:30 a.m. to 4:30 p.m.) Monday thru Friday except CNMI holidays. A non-refundable payment of **One Hundred Dollars (\$100.00)** is required for each set of the project package. Payment must be made payable to NMHC and a receipt of payment must be presented when obtaining the project package at the reception counter.

A Mandatory Pre-Bid Conference will be held at the NMHC Field Office in Tinian located at the NMC Campus in Tinian on **January 31, 2023, 2:00 p.m.** In addition, a Mandatory site Visit/Inspection of the project site will be conducted immediately after the Pre-Bid Conference. Failure to attend both the Mandatory Pre-bid conference and the Mandatory site Visit/Inspection will be considered a non-responsive bidder.

Inquiries regarding this solicitation must be address in writing to Mr. Jacob Muna, Office Manager/Procurement Officer at P.O. Box 500514, Saipan MP 96950; email to [officemanager@nmhcgov.net](mailto:officemanager@nmhcgov.net) or fax to (670) 234-9021, no later than **4:00 p.m. January 30, 2023.**

Sealed bids must be marked **NMHC-IFB 2023-004**. For bidders within the CNMI, an original and three (3) copies of sealed bids must be submitted to the NMHC Central Office, Garapan, Saipan, MP 96950, **no later than 2:00 p.m., local time February 23, 2023.** Bids received after the date and time will not be accepted. Bidders located outside of the CNMI may obtain an additional seven (7) working days for receipt of their bids by submitting a Notice of Intent to Bid. Notice of Intent to Bid must be received by the Procurement Officer no later than 2:00 p.m., local time, **February 23, 2023,** and must be transmitted via facsimile to (670)234-9021, or via email to [officemanager@nmhcgov.net](mailto:officemanager@nmhcgov.net). For bidders located outside the CNMI, an original and three (3) copies of sealed bids must be postmarked by the U.S. Postal Service or the official government postal service of a foreign country no later than **February 23, 2023,** and must be received at NMHC no later than **March 07, 2023.** Note that failure to submit the required number of copies may be cause for rejection of a bid.

Bids will be publicly opened and read at the NMHC Central Office, Garapan, Saipan at 11:00 a.m., local time, **March 08, 2023,** However, if no notice of intent to bid received from bidders outside the CNMI, bids will be opened at 2:30 p.m., local time on **February 23, 2023.**

All labor on this project shall be paid no less than the minimum wage rate of \$7.25 per hour which took effect on September 30, 2018 as established by Federal law including subsequent increases as announced by the U.S. Department of Labor and/or CNMI Department of Labor, whichever is higher.

Bidding Procedures shall be in compliance with the NMHC Procurement Regulations (NMIAC §100-60).

Breach of Ethical Standard

**“NMHC is an equal employment and fair housing public agency”**

**Gratuities.** It shall be a breach of ethical standards for any person to offer, give or agree to give any employee or former employee, or for any employee or former employee to solicit, demand accept, or agree to accept from another person, a gratuity or an offer of employment in connection with any decision, approval, disapproval, recommendation, preparation of any part of a program requirement or a purchase request, influencing the content of any specification or procurement standard, rendering of advice, investigation, auditing or in any other advisory capacity in any proceeding or application request for ruling, determination, claim or controversy, or other particular matter, pertaining to any program requirement or a contract or subcontract or to any solicitation or proposal therefore. *NMIAC Section 100-60-725(a)*

**Kickbacks.** It shall be a breach of ethical standards for any payment, gratuity or offer of employment to be made by or on behalf of a subcontractor under a contract to the prime contractor or higher tier subcontractor or any person associated therewith as an inducement for the award of a subcontractor or order. *NMIAC 100-60-725(b)*

**Contingent Fees.** It shall be a breach of ethical standards for a person to be retained, or to retain a person, to solicit or secure government contracts upon an agreement or understanding for a commission, percentage, brokerage or contingent fee, except for retention of bona fide employees or bona fide established commercial selling agencies for the purpose of securing business. *NMIAC 100-60-730*

NMHC hereby notifies all bidders that it will affirmatively ensure that, in any contracts entered into pursuant to this advertisement, small, minority businesses and women's business enterprises will be afforded equal opportunity to submit bids and will not be discriminated against on grounds of race, color, religion, sex, disabilities or national origin.

The bidder submitting the lowest responsible bid will be subject to a responsibility determination in conformance with the NMHC Procurement Regulations Section 100-60-245. The responsible bidder submitting the lowest responsible bid will be awarded a contract with NMHC.

NMHC reserves the right to reject any and all bids for any reason and to waive any defects in the bids if determined to be in its best interest. All bids received shall become the property of the Commonwealth Government.

/s/  
Jesse S. Palacios  
Corporate Director  
Northern Marianas Housing Corporation (NMHC)

/s/  
Merced "Marcie" M. Tomokane  
Chairwoman  
NMHC Board of Directors