



**NORTHERN MARIANAS HOUSING
CORPORATION
P.O. BOX 500514, Saipan, MP 96950-0514**

INVITATION FOR BID (IFB)
(This is ad is paid for NMHC with HUD funds)

NMHC IFB 2022-003

BID SUBMISSION DATE & TIME: May 02, 2022, 10:00 a.m.

**BEACH ROAD REPAIR FROM MONSIGNOR GUERRERO ROAD INTERSECTION
TO MICRO BEACH ROAD INTERSECTION**

Project package will be available on **March 31, 2022**, 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 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 NMHC Central Office Reception Counter in Garapan.

The provisions of the NMHC Procurement regulations, NMIAC 100-60-725 AND 100-60-730 Prohibiting Gratuities, Kickbacks and Contingent Fees shall apply.

Mandatory Pre-Bid Conference will be held via video teleconferencing on April 14, 2022, 10:00 a.m., local time (ChST) through Zoom Video Communications. Bidders will be provided the video teleconferencing link on the NMHC website at www.nmhcgov.net by clicking on the "Procurement" menu tab and on the CDBG DR website at <https://www.cnmi-cdbgdr.com/>. Failure to attend the Mandatory Pre-bid conference will be considered a non-responsive bidder. Immediately after the Mandatory Pre-bid Conference, bidders are required to join the NMHC Personnel and its implementing partner to visit and examine the project site. Failure to attend the project site visit will be considered a non-responsive bidder. Inquiries regarding this solicitation must be addressed in writing to Mr. Jacob Muna, Office Manager/Procurement Officer at P.O. Box 500514, Saipan, MP 96950; email to officemanager@nmhcgov.net or fax to (670)234-9021, no later than 10:00 a.m. April 14, 2022.

For more information, contact Mr. Jacob Muna, Office Manager/Procurement Officer, at (670)234-6866/9447 or email at officemanager@nmhcgov.net during regular business hours, 7:30 a.m. – 4:30 p.m. Monday through Friday, except CNMI holidays.

/s/
Jesse S. Palacios
Corporate Director

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



NORTHERN MARIANAS HOUSING CORPORATION

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

Email: nmhc@nmhc.gov.mp

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

INVITATION FOR BIDS

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NMHC IFB 2022-003

BEACH ROAD REPAIR FROM MONSIGNOR GUERRERO ROAD INTERSECTION TO MICRO BEACH ROAD INTERSECTION

The Northern Marianas Housing Corporation (NMHC) is soliciting sealed bids for the *Beach Road Repair Project*, Saipan, Commonwealth of Northern Mariana Islands (CNMI).

The project package will be available beginning **March 31, 2022**, 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.

All interested bidders are also required to include Insurer Clearance Certification (ICC) in their bid packages in order to bid on this project. The ICC can be obtained at the CNMI Department of Commerce's Office of the Insurance Commissioner (OIC) on Capitol Hill.

Mandatory Pre-Bid Conference will be held via video teleconferencing on **April 14, 2022, 10:00 a.m.**, local time (ChST) through Zoom Video Communications. Bidders will be provided the video teleconferencing link on the NMHC website at www.nmhcgov.net by clicking on the "Procurement" menu tab and on the CDBG DR website at <https://www.cnmi-cdbgdr.com/>. Failure to attend the Mandatory Pre-bid conference will be considered a non-responsive bidder. Immediately after the Mandatory Pre-bid Conference, bidders are required to join the NMHC Personnel and its implementing partner to visit and examine the project site. Failure to attend the project site visit will be considered a non-responsive bidder. Inquiries regarding this solicitation must be addressed in writing to Mr. Jacob Muna, Office Manager/Procurement Officer at P.O. Box 500514, Saipan, MP 96950; email to officemanager@nmhcgov.net or fax to (670)234-9021, no later than 10:00 a.m. April 14, 2022.

Prospective bidders should examine and review the invitation for bids with care. If it should appear to a prospective bidder that the performance of the work under the contract or any of the matters relative thereto is not adequately described or explained in the invitation for bids ("IFB"), or that any discrepancy exists between different parts of the IFB or that full intent of IFB is unclear, then the prospective bidder(s) shall submit a written request for clarification to Mr. Jacob Muna at officemanager@nmhcgov.net or Mr. Nobert Pangelinan at drprocurementofficer@nmhcgov.net no later than ten (10) working days before the scheduled bid opening.

The prospective bidder shall carefully examine the site of the proposed work and the invitation for bids before submitting a bid.

NMHC, upon recommendation and advice by its Subrecipient, CNMI Department of Public Works, may issue an addendum notifying all prospective bidders known to have received an invitation for bid packets, of any changes to the invitation of bids. NMHC will make every reasonable attempt to notify all persons who have obtained IFB packets by telephone or via email to pick up the addendum or if NMHC chooses, the addendum may be mailed or delivered personally or sent via facsimile. If the bid requires acknowledgement of the addendum/addenda, prospective bidders shall indicate confirmation of receipt of addendum/addenda by telephone or email to NMHC no later than ten (10) calendar days prior to the scheduled bid opening.

"NMHC is an equal employment and fair housing public agency"

For bids greater than Twenty-Five Thousand Dollars (\$25,000), a bid security of fifteen percent (15%) of the bid amount must accompany the bid. Bid security shall be on a bid bond, in cash, by certified check, cashier's check, or other form acceptable to the CNMI government. A surety company shall the certificate of authority from the U.S. Secretary of Treasury as an acceptable surety or an acceptable surety or other surety acceptable to the CNMI Attorney General. See NMIAC §§ 100-60-301 (b) and (c)

Sealed bids must be marked **NMHC-IFB 2022-003**. For bidders within the CNMI, an original, 1- electronic copy in a flash drive and three (3) hard copies of sealed bids must be submitted to the NMHC Central Office, Garapan, Saipan, MP 96950, **May 02, 2022, no later than 10:00 a.m., Local Time**. 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 10:00 a.m., local time, **May 02, 2022**, and must be transmitted via facsimile to (670)234-9021, or via email to officemanager@nmhcgov.net. For bidders located outside the CNMI, an original, 1-electronic copy in a flash drive and three (3) hard 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 **May 02, 2022** and must be received at NMHC no later than **May 11, 2022**. 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 10:00 a.m., local time, **May 12, 2022**. However, if no notice of intent to bid were received from bidders outside the CNMI, bids will be opened at **10:30 a.m., local time, on May 02, 2022**.

All labor on this project shall be paid no less than the prevailing minimum wage rate of \$7.25 per hour which took effect on September 03, 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

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.

This project is also subject to Section of the Housing and Community Development Act of 1968 which requires the successful bidder to the "maximum extent feasible", take affirmative steps to provide training, contracting and employment opportunities and help ensure that the economic opportunities generated by these HUD funds are provided to local low-income residents in Saipan.

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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

/s/

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