



NORTHERN MARIANAS HOUSING CORPORATION

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

Email: nmhc@nmhc.gov.mp

Website: <http://www.nmhc.gov.net>

REQUEST FOR PROPOSALS (RFP)

(This ad is paid by NMHC by HUD funds)

NMHC RFP 2024-001

BID SUBMISSION DATE: February 09, 2024, 2:00 p.m.

INSTALLATION OF THE COMMONWEALTH UTILITIES CORPORATION (CUC) UNDERGROUND POWER SERVICE TO CRITICAL LOADS PROJECT

Proposal Package will be available on December 26, 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 receipt of payment must be presented when obtaining the project package at the reception counter.

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

A Mandatory Pre-Proposal Meeting will be held at the NMHC Tinian Field Office located at the NMC Campus, San Jose, Tinian, on **January 11, 2024, 10:00 a.m.** In addition, a Mandatory site Visit/Inspection of the project site will be conducted immediately after the Pre-Proposal Meeting. Failure to attend both the Mandatory Pre-Proposal meeting and the Mandatory site Visit/Inspection will be considered a non-responsive proposer/offeree.

For more information, contact Mr. Jacob Muna, Office Manager, at (670) 234-9447 or via email at officemanager@nmhc.gov.net during business hours, 7:30am – 4:30pm Monday through Friday, except CNMI holidays.

/s/

Jesse S. Palacios
Corporate Director

/s/

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



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REQUEST FOR PROPOSALS NMHC RFP 2024-001

“Installation of the Commonwealth Utilities Corporation (CUC) Underground Power Service to Critical Loads Project”

The Northern Marianas Housing Corporation (NMHC) is soliciting sealed proposals from prospective firms to provide services for installation of Commonwealth Utilities Corporation (CUC) Underground Power Service to Critical Loads Project. The project scope encompasses all disciplines, activities, and services for the successful completion of the underground primary powerline to ensure uninterrupted electric service for various critical loads during extreme weather events. The project is to connect underground electric services as a primary line to the Tinian Elementary School and Head Start Kindergarten, Social Hall, Mobil Station, Tinian Health Center, Tinian Department of Fire and Emergency Medical Services, Tinian Court House, Tinian High School, Bank of Guam, Tinian Commerce, Tinian Gymnasium and Tinian Civic Center.

This procurement is in accordance with the NMHC Procurement Regulations. Proposal procedures shall be in full compliance with NMIAC §100-60-210 (Competitive Sealed Proposals) of the NMHC Procurement Regulations. To also include the provisions of NMHC Procurement Regulations, NMIAC Section §100-60-725 & § 100-60-730 Prohibiting Gratuities, Kickbacks and Contingent fees shall apply.

The Request for Proposals Package will be available beginning **December 26, 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 receipt of payment must be presented when obtaining the project package at the reception counter.

All correspondences **MUST** contain the RFP # in the letter or email subject.

Selection Criteria:

Proposals shall be evaluated based on the following criteria:

Part I Evaluation

Evaluation Criteria		Possible Points
1	Experience of Personnel Assigned to the Project	100
2	Experience in Project Type & Similarly Sized Project	100
3	Financial Capability	100
4	Timeliness of Past Performance	80
6	Successful Reference Checks	50
7	Commitment to assign personnel for the duration of the project and qualifications of the firm's design firm, and subcontractor(s)	200
8	Performance in meeting MBE/WBE/VBE goals on prior projects	20
9	Response to RFP	50
Total Maximum Points		700

Part II Evaluation

Project Approach, Project Management, Cost Evaluation Criteria		Possible Points
1	Project Approach	125
2	Statement in Identifying Project Management Approach	125
3	Project Schedule	100
4	Cost Competitiveness	450
Total Maximum Points		800

Total Maximum Points for Evaluation Part 1 and Part 2

1500

Offerors shall fill-out the following enclosed forms and include in the proposal submission:

- Statement of Proposers Qualifications
- Non-Collusion Affidavit
- Equal Employment Opportunity
- Small Minority Women-Owned Business Concern Representation
- Organizational Conflict of Interest Statement
- Debarment Certification Form

The successful proposer will be subjected to a responsibility determination in accordance with NMHC Procurement Regulations § 100-60-245.

Sealed proposals must be marked **“NMHC RFP 2024-001.”** One original, 1-electronic copy in a flash drive and three (3) copies of sealed proposals must be submitted to the NMHC Central Office, Garapan, Saipan, MP 96950, no later than **February 09, 2024, 2:00 p.m. local time.** Proposals received after the date and time will not be accepted. Offerors 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 Submit Proposals. Notice of Intent to Submit a Proposal must be received by the Procurement Officer no later than 2:00 p.m., local time, **February 09, 2024**, and must be transmitted via facsimile to (670)234-9021, or via email to officemanager@nmhcgov.net. For offerors located outside the CNMI, an original, 1-electronic copy in a flash drive and three (3) copies of sealed proposals must be postmarked by the U.S. Postal Service or the official government postal service of a foreign country no later than **February 09, 2024**, and must be received at NMHC no later than **February 20, 2024**. Failure to submit the required number of copies may result in the rejection of your proposals.

Proposals will be opened at the NMHC Central Office, Garapan, Saipan at 2:30 p.m., local time, **February 09, 2024**. However, if notice of intent to submit a proposal is received from offerors outside the CNMI, proposals will be opened at 2:00 p.m., local time on **February 21, 2024**.

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.

The responsive and responsible offeror submitting the proposal that is determined in writing to be most advantageous to NMHC taking into consideration price and the evaluation factors set forth in the request for proposals will be subject to a responsibility determination in conformance with the NMHC Procurement Regulations Section 100-60-245.

NMHC reserves the right to reject any and all proposals 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