



NORTHERN MARIANAS HOUSING CORPORATION

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

Email: nmhc@nmhc.gov.mp

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

**Pre-bid Meeting
September 09, 2021: 2:00 p.m.
NMHC IFB 2021-018**

Oleai Sewer Line Replacement Project

Agenda:

I. Attendance & Sign-In Requirements:

Requesting for everyone to sign in on the Zoom Chat box to include name, company name, telephone number, email address.

Attendees: ITS Corp.; USA Fanter; Yantze Corp.; Core Plus Construction; Primtek Construction; MES LLC; Hong Ye Construction; Tano Group; Tropex Garden; RNV; Jonathan I. Arriola, CDBGDR Project Manager; Dennis Formalejo, CUC; Wilfred C. Villagomez, CDBGDR Project Supervisor; Norbert I. Panglinan, CDBGDR Procurement Officer; George Blas, CUC; Jatanna Cabrera, CDBGDR Administrative Manager; Zenie P. Mafnas, Deputy Corporate Director; Jacob Muna, Office Manager/Procurement Officer; Larry Manacop, CUC.

II. Bid Specifics:

a. Contract Performance Time:

- i. 240 calendar days
- ii. Liquidated damages for each calendar day the project is not completed \$100.00.

b. Submission:

- i. September 29, 2021: 10:00 a.m. at the NMHC Central Office located in Garapan. Bids will be open publicly at 10:30 a.m.
- ii. All forms in the packet must be filled-out and submitted with the bid packet. Missing forms or failure to completely fill-out the forms may be grounds for bid rejection.
- iii. Contractors are required to provide bid security of at least 15% of the bid amount. Acceptable bid security are the following: bid bond; cash; certified check, cashiers' check or other form acceptable to NMHC. Surety company shall hold a certificate of authority from the U.S. Treasury as an acceptable surety.
- iv. Provide list of the following: past projects to include start and finish dates and on-going projects to include start and finish dates.
- v. Provide list of current all company employees with ID and/or Passports; to include work authorization permits.
- vi. List of Material Suppliers
- vii. List of Subcontractors (if any)
- viii. Provide list of tools to be used for the projects.
- ix. Provide business license.

III. Others:

a. Permits:

- i. Contractor shall be responsible for obtaining all permits for this project.

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

- b. Contractors shall abide by the Davis Bacon Act.
 - i. Employees shall be paid on a weekly basis.
 - ii. Contractors shall ensure all employees authorized to work in the Commonwealth.
- c. Selected contractors are required to obtain payment and performance bond for the project.
 - i. Prior to the issuance of a Notice to Proceed.
- d. Section 3 requirements:
 - i. For any new jobs, the contractor is advised to hire people whom are low-moderate income and/or receiving public assistance such as Food Stamp or Public Housing Assistance.
- e. Warranty Period:
 - i. Contractor shall provide one (1) year warranty on the project.
- f. Questions regarding the project must be submitted to NMHC on or before September 13, 2021, no later than 10:00 a.m. via email at officemanager@nmhcgov.net.
 - i. Questions will be forwarded to CUC.
- g. **Site Visit:**
 - i. ***Mandatory Site Visit: Scheduled for September 10, 2021: 1:00 p.m. Oleai (San Jose) Church.***
 - ii. ***Roll Call will be conducted.***

IV. Adjournment:

- a. Meeting adjourned at 2:17 p.m.