

INVITATION FOR BIDS

General Information

DCCD UVC AIR, LIGHTS AND BIPOLAR IONIZATION TECHNOLOGY

Department of Child Care and Development

Navajo Nation Division of Social Services

BID NO.21-06-2498LE

TITLE: DCCD UVC Air, Lights and BIPOLAR IONIZATION TECHNOLOGY

BIDS DUE DATE: All RFPs must be received, by **Thursday, July 8, 2021**
@ 5:00pm MDT

INQUIRIES: All Qualified Prospective proposals are invited to review and respond to this Invitation for Bid at their Discretion. Respondents may make telephone or written inquiries concerning this RFP to obtain clarification of requirements. No inquiries will be accepted after the inquiry deadline listed above.

CONTACT: Vonda Lee, Accountant
Email: vondalee@navajo-nsn.gov
Telephone Number: 928.871.6487

COURIER SERVICE/DELIVERY TO: The Navajo Nation Department of Child Care &
Development
Attention: Jeffrey Hubbard, AMS
47552-J State Highway 264
Window Rock, Arizona - 86515

MAIL TO: The Navajo Nation Department of Child Care &
Development
P.O. Box 2425
Window Rock, Arizona - 86515

INVITATION FOR BIDS
DCCD UVC AIR, LIGHTS AND
BIPOLAR IONIZATION TECHNOLOGY
Department of Child Care and Development
Navajo Nation Division of Social Services
BID NO.21-06-2498LE

BACKGROUND - The Navajo Nation/Division of Social Services, Department of Child Care and Development in Window Rock, Arizona supports low-income working families through child care financial assistance and promotes children's learning by improving the quality of early care, education, and afterschool programs at child care centers located throughout the reservation.

The Navajo Nation Department of Child Care & Development (DCCD) is seeking responses for purchase and delivery of UVC Air, Light and Bipolar Ionization technology for 22 Navajo Nation Child Care facilities on the reservation. The Disinfection systems and air purification with Upgraded LED energy efficient light fixtures for all 22 locations with a six-year warranty, installed and maintained at the child care facilities. The upgraded light fixtures will be installed in the child care facilities to neutralize and eliminate the risk of viruses including the (Covid-19) virus and variants. Each unit is to provide sanitization of up to 1,000 sq. feet.

B. <u>SCHEDULE OF ACTIVITIES:</u>	<u>DEADLINE:</u>
1. Prospective proposals <u>Inquiry</u> deadline (No questions accepted after this date) Inquiries and questions will be answered At any time prior, questions may be verbal or in writing.	July 6, 2021
2. <u>Due date for all proposals</u>	July 8, 2021

BIDS SUBMISSION: Bids must be received on or before July 8, 2021 (5:00 p.m. MDST). Businesses who are mailing their bids should allow sufficient time for mail delivery to ensure receipt by the time specified. If mailed, it is recommended that proposals be sent by certified mail to the address indicated on the cover sheet of the RFP. NO LATE SUBMITTALS WILL BE ACCEPTED.

All interest parties to this Invitation for Bid (Bid No. 21-05-2482LE) are instructed to submit **Two (2) Sealed Bids:** The original and one copies must be delivered in a sealed envelope. The outside of the envelope should be clearly marked with the **(DCCD UVC AIR, LIGHTS and BIPOLAR IONIZATION TECHNOLOGY), Bid number (21-06-2498LE) DO NOT OPEN,** and the name and address of the firm submitting the proposal. **Cost to be sealed in a separate envelope.**

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Attention: Jeffrey Hubbard, AMS
47552-J State Highway 264, Window Rock Az. 86515

MAIL TO:

Navajo Nation Department of Child Care and
Development
ATTN: Jeffrey Hubbard, AMS
P.O. Box 2425
Window Rock, Arizona -86515

- C. PROPRIETARY INFORMATION:** Any restrictions on the use of data continued within any proposals must be clearly stated in the proposal itself. Proprietary information submitted in response to this RFP will be handled in accordance with applicable purchasing procedures. Each and every page of the proprietary material must be labeled or identified with the word "PROPRIETARY".
- D. RESPONSE MATERIAL OWNERSHIP:** All material submitted regarding this IFB shall become property of the Navajo Nation and will not be returned to the business. Responses received will be retained by the Purchasing Services Department and may be reviewed by any person after final selection has been made, subject to paragraph C above. The Purchasing Services Department has the right to use any or all system ideas presented in reply to this RFP, subject to limitations in paragraph E below. Disqualification or non-selection of a proposal or bid does not eliminate this right.
- E. INCURRING COSTS:** The Navajo Nation Purchasing Services Department and Navajo Nation Department of Child Care & Development is not liable for any cost incurred by the proposal prior to issuance of a contract.
- F. FORMAT AND RESPONSE REQUIREMENTS:** All proposals must have as a minimum, the capabilities listed herein and the bid proposal submitted must reflect in detail the inclusion of these services as well as the degree of expertise in utilizing these capabilities.
1. Prospective proposer must include in their bid a list of three (3) commercial fleet references. The references should be government - educational or tribal agencies.
 2. Description of proposer's experience and capabilities in delivering the requested goods and services to government, with emphasis on educational and tribal sectors.
 3. Prospective recipient shall sign a **Navajo Nation Debarment and Suspension Waiver** form, to be provided by DCCD.
 4. Prospective recipient shall sign a **Tax Form – W9 (2018)**
 6. Respondent will provide detailed project/timeline schedule for each listed item in:
 - a. Schedule will incorporate the following considerations:
 1. Delivery of equipment at facility grounds (Navajo Nation Property Section in Fort Defiance, Arizona)...shall be given priority with estimated date.
 2. Equipment Purchase shall commence upon award of contract and issuance of Purchase Order.
 4. Installation schedule at DCCD locations (buildings) (**Attachment A**)
 3. Method of payment desired included and specified in bid proposal.

BILLING AND PAYMENT:

1. Billing and payment shall conform to all Navajo Nation procurement procedures. In order to receive timely payment, vendor have an obligation and responsibility to present invoices that are timely and accurate. An original of a vendor's invoice is needed for payment. The invoice must also contain identical information as shown on the purchase order or contract.

**NAVAJO NATION CERTIFICATION
Regarding Debarment and
Suspension**

Applicant acknowledges that to the best of his/her knowledge that their company and principal participants on this contract:

1. Are not debarred, suspended, or otherwise slated for debarment, ineligible and/or excluded from participation on Federal, State, and Tribal Government contracts etc.
2. Are not presently nor have been under criminal indictment or civilly charged by a governmental entity (Federal, State, and Tribal Government) for fraud, forgery, falsification, theft, bribery, destruction of records, receiving stolen property and other criminal offenses in the administration of a government contract.
3. Have not been terminated for cause or convenience by a governmental entity in the administration of a government contract (Federal, State, and Tribal Government).
4. If the Navajo Nation determines that the Certificate provided herein is not true, it will be grounds to terminate the contract and pursue other legal remedies.

Applicant's Address

Name & Signature of Applicant

Type or Print Name

Signature

Date

Request for Taxpayer Identification Number and Certification

**Give Form to the
 requester. Do not
 send to the IRS.**

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type. See Specific Instructions on page 3.	<p>1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.</p>	
	<p>2 Business name/disregarded entity name, if different from above</p>	
	<p>3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.</p> <p><input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate</p> <p><input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____</p> <p>Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.</p> <p><input type="checkbox"/> Other (see instructions) ▶ _____</p>	<p>4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):</p> <p>Exempt payee code (if any) _____</p> <p>Exemption from FATCA reporting code (if any) _____</p> <p><small>(Applies to accounts maintained outside the U.S.)</small></p>
	<p>5 Address (number, street, and apt. or suite no.) See instructions.</p>	<p>Requester's name and address (optional)</p>
	<p>6 City, state, and ZIP code</p>	
	<p>7 List account number(s) here (optional)</p>	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number								
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Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	<p>Signature of U.S. person ▶ _____</p>	<p>Date ▶ _____</p>
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

	Listing Child Care Centers	Building/Square ft	Location	Email	Contact	Phone No.
1	Karigan Child Care Center	Conventional/16,000	St. Michaels, AZ	1. renzinadamon@navajo-nsn.gov rkenny@navajo-nsn.gov	2. 1.Renzina Damon 2.Rodney Kenny	(928) 810-5050 (928) 729-4316
2	Fort Defiance Child Care Center	1-Modular/2,952	Fort Defiance, AZ	1. rkenny@navajo-nsn.gov swallace@navajo-nsn.gov	2. 1.Rodney Kenny 2.Sharon Wallace	(928) 729-4317 (928) 729-4316
3	Little Miss Muffet Child Care Center	2-Modular/9,511	Fort Defiance, AZ	1. AlbertDale@navajo-nsn.gov rkenny@navajo-nsn.gov	2. 1.Albert Dale 2.Rodney Kenny	(928) 729-4511 (928) 729-4316
4	Lower Greasewood Child Care Center	CLOSED	Greasewood, AZ	1. rkenny@navajo-nsn.gov swallace@navajo-nsn.gov	1.Rodney Kenny 2.Sharon Wallace	(928) 729-4317 (928) 729-4316
5	Crownpoint Child Care Center	Conventional/15,000	Crownpoint, NM	1. mwierlein@navajo-nsn.gov rkenny@navajo-nsn.gov	2. 1.Marie A. Zwierlein 2.Rodney Kenny	(505) 786-2435 (928) 729-4316
6	Kii Doo Baa #1 Child Care Center	Conventional/10,000	Chinle, AZ	1. Gloriamames@navajo-nsn.gov 2. rkenny@navajo-nsn.gov	1.Gloria James 2.Rodney Kenny	(928) 724-2033 (928) 729-4316
7	Kii Doo Baa #2 Child Care Center	1-Modular/1,514	Chinle, AZ	1. Gloriamames@navajo-nsn.gov 2. rkenny@navajo-nsn.gov	1.Gloria James 2.Rodney Kenny	(928) 724-2033 (928) 729-4316
8	Tsaile Child Care Center	1-Modular/2,952	Tsaile, AZ	1. Tarayazzie@navajo-nsn.gov rkenny@navajo-nsn.gov	1.Tara Yazzie 2.Rodney Kenny	(928) 724-6909 (928) 729-4316
9	Noo Seli Beolta' Child Care Center	2-Modular/2,952	Tsaile, AZ	1. Tarayazzie@navajo-nsn.gov rkenny@navajo-nsn.gov	1.Tara Yazzie 2.Rodney Kenny	(928) 724-6909 (928) 729-4316
10	Many Farms Child Care Center	1-Modular/4,365	Many Farms, AZ	1. LenoraWilson@navajo-nsn.gov rkenny@navajo-nsn.gov	1.Lenora Wilson 2.Rodney Kenny	(928) 781-3618 (928) 729-4316
11	Cottonwood/Tselani Child Care Center	1-Modular/4,365	Rough Rock, AZ	1. LenoraWilson@navajo-nsn.gov 2. rkenny@navajo-nsn.gov	1.Lenora Wilson 2.Rodney Kenny	(928) 724-2217 (928) 729-4316
12	Pinon Child Care Center I & II	2-Modular/5,665	Pinon, AZ	1. LenoraWilson@navajo-nsn.gov 2. rkenny@navajo-nsn.gov	1.Lenora Wilson 2.Rodney Kenny	(928) 724-2217 (928) 729-4316
13	Rough Rock Child Care Center	Conventional/13,492	Rough Rock, AZ	1. LenoraWilson@navajo-nsn.gov 2. rkenny@navajo-nsn.gov	1.Lenora Wilson 2.Rodney Kenny	(928) 724-2217 (928) 729-4316
14	Rock Point Child Care Center	Conventional/13,000	Rock Point, AZ	1. LenoraWilson@navajo-nsn.gov 2. rkenny@navajo-nsn.gov	1.Lenora Wilson 2.Rodney Kenny	(928) 724-2217 (928) 729-4316
15	Alchini Nizhoni Child Care I & II	2-Modular/11,088	Shiprock, NM	1. no email for Abigail Spencer 2. rkenny@navajo-nsn.gov	1.Abigail Spencer 2.Rodney Kenny	(505) 368-3691 / 92 (928) 729-4316
16	Hogback Child Care Center	1-Modular/2,865	Hogback, NM	1. ernestinebainbridge@navajo-nsn.gov 2. rkenny@navajo-nsn.gov	1.Ernestine Bainbridge 2.Rodney Kenny	(505) 368-2742 (928) 729-4316
17	Shiprock Child Care Center (B & A)	Conventional/4,000	Shiprock, NM	1. Mhamilton@navajo-nsn.gov 2. rkenny@navajo-nsn.gov	1.Mamie Hamilton 2.Rodney Kenny	(505) 368-4189 (928) 729-4316
18	Two Grey Hills Child Care Center	Conventional/16,492	Toadlena, NM	1. emersontsipai@navajo-nsn.gov 2. rkenny@navajo-nsn.gov	1.Emerson Tsipai 2.Rodney Kenny	(505) 789-3102 (928) 729-4316
19	Lillians Playhouse	3-Modular/4,836	Tuba City, AZ	1. apreston@navajo-nsn.gov 2. rkenny@navajo-nsn.gov	1.Allen Preston 2.Rodney Kenny	(928) 283-3486 / 88 (928) 729-4316
20	Leuppp Early Learning Center	1-Conventional/13,500	Leupp, AZ	1. finamitchell@navajo-nsn.gov 2. rkenny@navajo-nsn.gov	1.Fina Mitchell 2.Rodney Kenny	(928) 686-3298 (928) 729-4316
21	Shonto Child Care Center	CLOSED	Shonto, AZ	1. apreston@navajo-nsn.gov 2. rkenny@navajo-nsn.gov	1.Allen Preston 2.Rodney Kenny	(928) 283-3486 / 88 (928) 729-4316