

Navajo Nation Division for Children and Family Services

REQUEST FOR BID
BID NO. **25-04-3659LE**

Bids Due: May 2, 2025
Description: Air Clean Water Devices
Contact Person: Brenda Tsosie, Principal Accountant
Phone: 928.871.6851
Email: Brenda.Tsosie@ndcfs.org

Bids using FedEx, UPS, postal mail, or personal delivery must be submitted to:

Physical Address: Navajo Division for Children and Family Services
2296 Administration Bldg. #2
Window Rock, AZ 86515
Attn: Brenda Tsosie, Principal Accountant

Mailing Address: Navajo Division for Children and Family Services
PO Box 4590
Window Rock, AZ 86515
Attn: Brenda Tsosie, Principal Accountant

Bids may be electronically mailed to: Brenda.Tsosie@ndcfs.org

1. Scope of Contract

Navajo Nation Division for Children and Family Services is experiencing water scarcity and the availability of clean water and lack of access to clean water have profound consequences for health, hygiene, and livelihoods, disproportionately affecting the most vulnerable Elderly and Children. To find a solution we are requesting a vendor to solve our immediate needs for access to clean water for our vulnerable populations. The device must capture water from the air.

Respondent Requirements

- a. All respondents must have at a minimum the capabilities listed herein to perform the duties and responsibilities of the Scope of Work. Bids must reflect in detail the inclusion of these services and additional forms required. Respondents should also provide technical information about the delivery of services required in the Request for Bid (RFP).

- b. Vendors must demonstrate years of experience and a description of Clean Water Management and may include credentials, including but not limited to licensures and certifications. All work performed must comply with safety codes and regulations.
- c. This project is based on cost-reimbursement and therefore, vendors must demonstrate financial stability and have a process to submit all required documentation for the processing of reimbursement claims.

Scope of Work

- a. A device for home use and personal portable mobile to capture water from the air.

All RFPs must be received by the NDCFS on or before May 2, 2025, at 5:00 PM (DST).

The following documents are required and must be submitted:

1. Navajo Nation Certification regarding Debarment and Suspension
2. W-9 Form Request for Taxpayer Identification Number and Certification
3. Licensed, bonded, and current Certificate of Liability Insurance
4. Curriculum Vitae or Resume outlining previous projects and work experience.

Bids Format:

1. A letter of transmittal
2. Bids on contract in accordance with Scope of Work
3. Detailed Cost and Grand Total contract amount for all services for this RFP.