

Cherokee Nation

www.cherokee.org

REQUEST FOR SEALED BIDS

MOBILE HEALTH UNIT



Bid Due Date: Friday, December 6, 2024 at 2:00pm

CHEROKEE NATION

P.O. Box 948
Tahlequah, OK 74465
(918) 453-5000

**CHEROKEE NATION
REQUEST FOR SEALED BIDS
Mobile Health Unit**

The Cherokee Nation is accepting sealed bids from interested parties for a mobile health unit. The specifications are included in this bid packet.

Interested parties are to provide a sealed bid to furnish product equal to or better than the specifications provided. Interested bidders must follow all directions outlined in this bid packet including the utilization of mandatory bid response sheet to be considered fully responsive.

The lowest most responsive, responsible bid will be the determining factor in awarding this bid taking Indian Preference into consideration in accordance with Cherokee Nation Acquisition Management Policy & Procedures. The successful bidder will be issued a purchase order incorporating the bid response.

Sealed Bids are due on Friday, December 6, 2024 by 2:00 p.m.

The Cherokee Nation invites bids on the form attached hereto, all blanks of which must be appropriately filled in. Bids will be received by the NATION at the **Acquisition Management Department until Friday, December 6, 2024 at 2:00 p.m.** “The envelopes containing the bids must be sealed, addressed to Cherokee Nation, Attn: Michelle Parsons, Acquisition Management Department, P.O. Box 948, Tahlequah, Oklahoma, 74465. Bids may also be hand delivered to Cherokee Nation Acquisition Management, Attn: Michelle Parsons, 17665 S. Muskogee Avenue, Tahlequah, Oklahoma 74464. **BIDS MUST BE RECEIVED ON OR BEFORE FRIDAY, DECEMBER 6, 2024 AT 2:00 PM TO BE CONSIDERED. BIDS MUST BE SEALED AND CLEARLY MARKED “SEALED BID, DO NOT OPEN, SOLICATION: “MOBILE HEALTH UNIT”. A PUBLIC BID OPENING WILL BE HELD ON FRIDAY, DECEMBER 6, 2024 AT 2:00 PM IN THE FINANCIAL RESOURCES BUILDING OF THE CHEROKEE NATION, LOCATED AT 17665 S. MUSKOGEE AVENUE, TAHLEQUAH, OKLAHOMA 74464.**

Interpretation of the Bid Documents: All questions or requests for interpretation of the bid must be submitted in written format to Cherokee Nation Acquisition Management. Requests maybe e-mailed to michelle-parson@cherokee.org. Requests may also be faxed to (918) 458-4493 or (918) 458-7695, Attention: Michelle Parsons.

- a) To be given consideration, questions and interpretation requests must be received no later than **Thursday, November 21, 2024 by 2:00 p.m.**
- b) Any and all such answers and interpretations and any supplemental instructions will be in the form of written addenda to the bid which, if issued, will be communicated in written format to all prospective bidders not later via a posting on the NATION’S website, www.cherokeebids.org with bid announcement.

- c) The issue date for interpretations for this bid shall be **Tuesday, November 26, 2024 by 5:00 p.m.**
- d) No answers or interpretation of the bid documents will be made to any bidder orally.
- e) Failure of any bidder to receive any such addendum or interpretation shall not relieve such bidder from any obligation under his bid as submitted. All addenda so issued shall become part of the contract documents.

Bid Acceptance: Bids will be accepted from Indian and Non-Indian bidders. Cherokee Nation reserves the right to reject any and all bids. Cherokee Nation reserves the right to determine if a bid meets stated requirements, and to award a purchase order for the bid that is in the best interest of the Cherokee Nation including but not limited to the total cost and capability of the bidder. Bidders are responsible for any and all costs associated with the preparation and submission of bids. To be considered, bids must be received by the specified date and time; any bid received after stipulated date and time will be returned unopened. No bidder may withdraw their bid within 30 days after proposal due date.

TERO Certification: Indian preference will be given only to bidders who provide proof of current certification from the Cherokee Nation Tribal Employments Office (TERO) located in Tahlequah, Oklahoma, telephone number (918) 453-5000. Proof of TERO certification must accompany and be included in bid submittal.

Conflict of Interest and Restrictions: If any contractor, contractor's employee, subcontractor, or any individual working on the proposed contract may have a possible conflict of interest that may affect the objectivity, analysis, and/or performance of the contract, it shall be declared in writing and submitted to Cherokee Acquisition Management (Attn: Michelle Parsons) no later than **Thursday, November 21, 2024 by 5:00 p.m.** The NATION will determine in writing if the conflict is significant and material and if so, may eliminate the contractor from submitting a proposal.

Verbal Instructions: Interested parties shall not initiate or execute any negotiation, decision, or action arising from any verbal discussion with any Cherokee Nation employee. Only written communications from the designated Contact Person at Cherokee Nation may be considered a duly authorized expression on behalf of the NATION regarding this RFP. Additionally, only written communications from interested parties are recognized as duly authorized expressions on behalf of the vendor. The same instructions shall apply to any subsequent award and agreement communications.

Qualifications of Bidder: The NATION may make such investigations as deemed necessary to determine the ability of the bidder to perform the work, and the bidder shall furnish to the NATION all such information and data for this purpose as the NATION may request. The NATION reserves the right to reject any bid if the evidence submitted by, or investigation of, such bidder fails to satisfy the NATION such bidder is properly qualified to carry out the obligations of the contract and to complete the work contemplated therein. Conditional bids will not be accepted.

Method of Award – Lowest Bid That Contains Lowest Most Responsive/Reasonable Offer From Qualified Bidder: After consideration of price and other factors, the purchase order will be awarded to the bidder whose bid is determined to be the lowest most responsive/reasonable offer taking Indian Preference into consideration and in the best interest of the Nation to accept. Award shall be to the lowest, most responsive/reasonable bid in accordance with Cherokee Nation Acquisition Management Policy and Procedures. Indian/TERO Preference will be given only to bidders who provide proof of current TERO certification from the Cherokee Nation Tribal Employments Office (TERO) in accordance with current Cherokee Nation Policy. Proof of TERO certification must accompany and be included in sealed bid submittal.

Debarment, Suspension, Proposed Debarment, and Other Responsibility Matters: The responding party certifies to the best of its knowledge and belief that the person, the firm, or any of its principals are not presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal agency or Indian tribe. The bidder will also certify they have not, within a three-year period preceding this Request for Proposal, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, Local or Tribal) contract or subcontract; violation of Federal or State antitrust statutes relating to the submission of offers; or commissions of embezzlement, theft, forgery, bribery, falsifications or destruction of records, making false statements, and are not presently indicted for, or otherwise criminally or civilly charged by a governmental entity with, commission of any of the offenses enumerated in this provision. The responding party certifies they have not, within a three-year period preceding this Request for Proposal, had one or more contracts terminated for default by a Federal, State, Local or Tribal agency. The responding party shall provide immediate written notice to the Cherokee Nation if, at any time prior to contract award, the person learns its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

General Information: Cherokee Nation reserves the right to waive any informalities or to reject any and all bids. Award of purchase order will be to the lowest most responsible responsive bidder and will be subject to availability of funds. All sums due to any suppliers utilized by successful bidders must be paid or will be paid within ten (10) days of receipt of any money received from the Cherokee Nation under any purchase order. Indian preference will be given to Contractors certified as an Indian-Owned firm by the Cherokee Nation Tribal Employment Rights Office (T.E.R.O.). Proof of certification must accompany all bids. No bidder may withdraw their bid within thirty (30) days after bid opening date.

A prospective contractor seeking to receive Indian Preference under this contract must be certified as an Indian-owned firm by the Cherokee Nation Tribal Employment Rights Office (TERO) and submit proof of that certification with their bid.

MANDATORY BID RESPONSE SHEET
MOBILE HEALTH UNIT

<u>Product Description</u>	<u>QTY</u>	<u>UNIT COST</u>	<u>TOTAL</u>
Mobile Health Unit	<u> 1 </u>	_____	_____

GRAND TOTAL BID \$ _____

LEAD TIME ARO: _____

ALL SPECIFICATIONS ARE FULLY MET: _____ **YES** _____ **NO**

Cherokee Nation will consider bids for product equal to or better. If not bidding exact product, complete details and specifications for product must be submitted with bid.

NOTE TO BIDDERS REGARDING INDIAN PREFERENCE:

TERO Certified Contractor: _____ Yes _____ No
 (Proof of certification must accompany all bids)

SUBMITTED:

Company Name

Company Address

Authorized Signature

Print Name & Title

Product Specifications and Requirements
Provided by:
Cherokee Nation Acquisition Management on behalf of
Cherokee Nation Public Health

36' Mobile Medical Clinic w/ 4 Interview Rooms, Lab, Recept & Diesel Generator
2 - 50 Gallon Fuel Tanks (100 Gallons Fuel Capacity)

DOORS & WINDOWS

1 - 30" Heavy Duty Side Entry Door w/ Window, Latch and Deadbolt Lock
3 - Motion Windows with tinting

EPS GENERATOR

1 - Generator (12k Watt EPS Diesel Tier 4 w/Slide-out Tray & Remote Start)
1 - Generator Exhaust (extends exhaust above roof)

STANDARD ELECTRICAL, DATA, & LIGHTING SYSTEMS

1 - 8D AGM Deep Cycle Battery w/80 Amp Smart Charge Technology
1 - Inverter Package System (1000 Watt)
1 - Shore Power Cord (35 foot 240V 50A Marine Grade Cord and Marine Grade Inlet
1 - Transfer Switch System
1 - Isolator (200 Amp Heavy Duty) charges auxiliary battery from vehicle alternator
1 - Interior Lighting (12V overhead LED lights with common on/off switch at entrance)
1 - Electrical Outlets (110V; 10-14 interior outlets per design & USB Port
1 - 12V D.C. Breaker Panel
1 - 120V A.C. Breaker Panel
4 - CAT 6 Data Outlets; each; terminates in front storage compartment
1 - Exterior Duplex Outlet; 110V; located near entry door
1 - Scene Lighting; Clear LED 2- 6"x9" with Switch at entry door

HEATING/COOLING SYSTEM

1 - Two Way Variable Speed Ceiling Fan
3 - Air Conditioners - @ 13,500 BTU's
3 - Electric Heaters; 1,500watts

WATER/PLUMBING SYSTEM

2 - Sinks Total- Stainless Steel with paddle handle
Faucet

1 - Bathroom; toilet, sink, & mirror

1 - Holding Tank - Black; Approx 20 Gal

1 - On board fresh water capacity - one (1) Fresh
Water Tank; 15-40gal

1 - Water Pump (12V Water Pump with Filter)

1 - Holding Tank - Grey; 20gal minimum

1 - Water Heater (Electric 4.0gal)

INTERIOR/CABINERY

4 - Separate Interview Room(s) w/door

1 - Interior Cabinetry; marine grade slam-shut latches
w/positive latch; Inset doors and drawers utilizing
premium name brand hinges and drawer slides; Overhead
Cabinets with Easy View Plexiglas Fronts (with Lift
Arm); Custom Countertops; (All interior cabinetry and
countertops, etc. constructed from 13-ply exterior
marine-grade Birch plywood laminated on both sides
with east clean plastic laminate.

2 - Locking lower drawers and lower cabinets

1 - High Quality Compact Castor Stool w/back

MEDICAL EQUIPMENT OPTIONS

1 - Medical Vaccine Refrigerator 1cu.ft

1 - Medical Vaccine Freezer 1.5cu.ft Manual Defrost (-
20/-30'C)

4 - Sharps Containers mounted to wall

4 - Glove Box Dispenser; for 2 boxes

NON-MEDICAL EQUIPMENT

1 - Leveling/Stabilizing System

1 - Domestic Refrigerator w/Freezer 115VAC/12VDC;
2.3cf; with automatic changeover

1 - AM/FM Stereo (Bluetooth/MP3/Satellite Compatible)
w/4 ceiling flush-mount speakers in clinic area

1 - Side Awning; Automatic Arms w/Remote & Sensors

1 - Central Vacuum w/Attachments; installed in entry
bench seat

2 - Soap Dispenser; wall mount

MISCELLANEOUS OPTIONS INCLUDED

1 - Touch Screen Navigation

1 - Storage Above Cab Area

1 - Manual Flip-Out Triple Aluminum Step

1 - Fold-Out SS Hand Rail

- 2 - Under Carriage Storage Box w/Exterior Side Access Door
- 1 - Spare Tire
- 1 - Winter Package; Tank Blankets & Spray Foam
- 1 - Bathroom Accessory Kit (waste water hose, sewer hose, reverse flush valve, RV dump gloves, wash&wax, bayonet sewer kit tank treatment, 4 pk RV toilet paper, 5gal bucket/lid)
- 1 - All User Manuals, Warrantee Information; List of all Component Manufactures Names, Model and Serial #'s

GRAPHICS

- 1 - Graphics; 36' Budget (side walls, side skirts, rear cap and face of front cap)

SAFETY

- 1 - Continuous welded uni-body style construction, featuring B-pillar crumple zone technology
- 1 - Forward Security Wall w/Locking Door between Cab & Clinic
- 1 - Grab Handle at entrance door
- 1 - Fire Extinguisher (2.6lb ABC Rating)
- 1 - Carbon Monoxide/Smoke Detector; Battery
- 1 - Exterior Entry Light w/Interior Switch
- 1 - Serviceable 12-Volt 175 AMP Auxiliary Main Fusible Link
- 1 - Auxiliary Battery Disconnect Switch
- 1 - Back-up Camera w/Monitor integrated into Vehicle Stereo
- 1 - Back-up Alarm
- 1 - A/C Breaker Panel
- 1 - 12V D/C Breaker Panel
- 1 - Electric Panel Cover; Smoked Plexiglass Door
- 1 - All wiring conforms to applicable Safety Standards and Codes
- 1 - Highway Hazard Kit; 3 Triangles

WARRANTIES

- Engine - 3 years/unlimited miles, parts, and labor
- Transmission - 4 years/unlimited miles
- Chassis & Cab - 2 years/unlimited miles
- Frame - 5 years/unlimited miles
- Chassis Batteries - 1 year or 100,000 miles
- Drive Train - 2 years/unlimited miles
- Cross Members - 5 years/unlimited miles
- Paint - 1 year or 100,000 miles
- Shell - 12 years/unlimited miles

Cabinetry, Walls, Doors, Drawers, (All interior workmanship) - 5 years/unlimited miles
Other Manufactured Products - Warranties pass through (Ex. Awning, Air Conditioners, Heaters, Generator, etc.)

DELIVERY & TRAINING

Training - No additional charge at facility or by phone

Delivery - Included

Deliver to: 1325 E Boone St, Tahlequah, OK 74464

Deliver Date: Approx 9-10 months from 1st deposit