IFB REGISTRATION FORM

IFB PMB-2016-43	PROVISION OF REFRIGERATORS TO STATE AND FEDERAL LOW INCOME PUBLIC HOUSING PROPERTIES STATEWIDE

INSTRUCTIONS

Please complete this IFB Registration Form and leave original at the respective office where you picked up your bid packet. *A copy will be made for you*. Take the copy with you as it contains important dates, times and information. If this form is downloaded online with the IFB packet, please fax the form to Ms. Tammie Wong, IFB Coordinator at (808) 832-6039.

Read this packet carefully. If you have any questions, please call Ms. Wong, IFB Coordinator, at (808) 832-6090.

Pre-Bid Conference:	Wednesday, November 9, 2016 1:30 p.m. Hawaii Standard Time (HST) at Building A Conference Room 1, 1002 North School Street, Honolulu, Hawaii 96817	
Bid Offer Form Due Date:	Due no later than 10:00 a.m. HST on Friday, November 18, 2016 at the HPHA, Central Files Office, 1002 North School Street, Building D, Honolulu, Hawaii 96817.	
Bid Opening:	**Friday November 18, 2016**	10:15 a.m. at the HPHA, Contract and Procurement Office, 1002 N. School Street, Building D, Honolulu, Hawaii 96817.

Date: _____

Company: _____

Address: _____

_____

Phone #: _____ **Fax #:** _____

Email: _____

Contact Person: _____

_____

Signature of Person Receiving the Bid Packet

REQUIRED CERTIFICATIONS:

The following must be submitted with the bid offer form:

- ☒ Hawaii Compliance Express Certificate of Vendor Compliance
- ☒ Corporate Resolution of Authorized Signer
- ☒ Wage Certificate

The following must be submitted prior to execution of contract:

- ☒ Certificate of Liability Insurance
- ☒ Valid Tax Clearance Certificate
- ☐ Other: _____