

SIGN IN SHEET

IFB PMB-2011-11	PROVISION OF GAS AND ELECTRIC RANGES FOR VARIOUS STATE AND FEDERAL LOW INCOME PUBLIC HOUSING COMPLEXES STATEWIDE <i>(Groups I, II, III, IV, V, VI)</i>
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INSTRUCTIONS

Please fill out this sheet 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.

Read this packet carefully. If you have any questions, please call Rick Sogawa, IFB Coordinator at (808) 832-6038.

Pre-Bid Conference/Site Visitation	Friday, April 8, 2011, 9:00 a.m. Hawaii Standard Time (HST) at the HPHA Building E Conference Rom, 1002 North School Street, Honolulu, Hawaii 96817. Please call the respective Officer-In-Charge to set up a visitation date.	
Bid Offer Form Due Date:	Due before <u>10:00 a.m. HST on Thursday, April 21, 2011</u> at the HPHA, Contract & Procurement Office, 1002 North School Street, Building D, Honolulu, HI 96817.	
Bid Opening:	Thursday April 21, 2011	At 10:15 a.m. at the HPHA, Contract and Procurement Office, 1002 N. School Street, Building D, Honolulu, Hawaii 96817.
Date: _____		
Company:	_____	
Address:	_____ _____	
Phone #:	_____	Cell #: _____
Fax #:	_____	
Contact Person:	_____	

Signature of Person Picking Up Packet

REQUIRED CERTIFICATIONS:

The following must be submitted with the bid offer form:

- | | |
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| <input checked="" type="checkbox"/> Certificate of Compliance DLIR #27 | <input checked="" type="checkbox"/> DCCA Certificate of Good Standing |
| <input checked="" type="checkbox"/> Corporate Resolution of Authorized Signer | |

The following must be submitted prior to start of contract, no later than June 1, 2011:

- | | |
|--|---|
| <input checked="" type="checkbox"/> Certificate of Insurance | <input checked="" type="checkbox"/> Valid Tax Clearance Certificate |
| <input type="checkbox"/> Other: _____ | |