

SIGN IN SHEET

IFB PMB-2012-15	FURNISHING AND DELIVERING NEW MAINTENANCE VEHICLES FOR THE HAWAII PUBLIC HOUSING AUTHORITY (HPHA)
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INSTRUCTIONS

Please fill out this sheet and deliver an original to the HPHA's Contract & Procurement Office located at 1002 North School Street – Building D, Honolulu, HI 96817 when you receive a bid packet. Make a copy before you submit the form 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:	<u>Thursday, August 30, 2012, 9:00 a.m. H.S.T</u> at the HPHA, 1002 N. School Street, Building E Conference Room, Honolulu, Hawaii 96817.
Bid Offer Form Due Date:	Due before <u>10:00 a.m. HST on September 19, 2012</u> at the HPHA, Central Files Office, 1002 North School Street, Building D, Honolulu, HI 96817.
Bid Opening:	Friday September 19, 2012 At 10:15 a.m. at the HPHA, 1002 N. School Street, Contract and Procurement Office, Building D, Honolulu, Hawaii 96817.
Date: _____	
Company: _____	
Address: _____	

Phone #: _____	Cell #: _____
Fax #: _____	Email: _____
Contact Person: _____	

Signature of Person Receiving the 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 | Or, Certificate of Compliance from Hawaii Compliance Express (HCE) |