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. Tiana Kobashigawa, IFB Coordinator at (808) 832-6086.

Read this packet carefully. If you have any questions, please call Ms. Kobashigawa at (808) 832-6086.

Pre-Bid Conference/Site Visitation:
Friday, February 19, 2021, 9:00 a.m. Hawaii Standard Time (HST) via Teleconference. Please contact the IFB coordinator to make Teleconference arrangements.

Bid Offer Form Due Date:
Due not later than 10:00 a.m. HST Friday, March 5, 2021 at the HPHA, Central Files Office, 1002 North School Street, Building D, Honolulu, Hawaii 96817.

Bid Opening:
Friday March 5, 2021 10:15 a.m. at the HPHA, Contract and Procurement Office, 1002 N. School Street, Building D, Honolulu, Hawaii 96817.

Company: ____________________________ Date: ____________________________
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: ____________________________