The Northern Cheyenne Tribe is now accepting sealed proposal for the Northern Cheyenne Tribal Schools consisting of Campus Wide Services Contract which is located in Busby, Montana, within the interior boundaries of the Northern Cheyenne Reservation.

The contractor shall furnish all labor and materials, and equipment needed to submit a proposal Campus Wide Services Contract as requested by the Northern Cheyenne Tribal Schools. Proposal shall be developed based upon the scope of work.

Scope of work:
1. Contractor shall provide all labor, materials and equipment to properly complete the scope of work,
2. Contractor shall provide service to all refrigeration units in kitchen area of school building,
3. Contractor shall provide service, cleaning, maintenance and repair, to ventilation system in kitchen area,
4. Contractor shall provide service for all heating and cooling needs campus wide including all school buildings and residential units, including repair and regular preventive maintenance,
5. Contractor shall provide service to boiler systems for both the main school building and the gymnasium building, including repair and regular preventive maintenance,
6. Contractor shall provide a general response time, not to exceed 24 hours and offer an emergency response time, not to exceed 6 hours, to ensure well-being of students, staff and facilities,
7. Contractor shall ensure that job site is maintained in a clean and safe manner,
8. Contractor shall take all necessary precautions to ensure damage protection of NCTS property including, but not limited to, buildings and grounds.

Any issues that arise outside the scope of work shall be discussed and a mutual agreement shall be reached, in writing, between the contractor and Duane Swank, NCTS, Director of Maintenance to schedule a walk-through.

Interested parties shall contact Duane Swank, Director of Maintenance, (406)720-0126, to schedule a walk-through.

Please submit your bid, one bid per contractor to the Northern Cheyenne Tribe Finance Office before November 4, 2019 at 10:30 a.m. All bids must be hand delivered or mailed and marked Campus Wide Services. Emailed or faxed proposals will not be allowed and late proposals will not be considered. All Required documents must be in the bid prior to opening and received by the bid submission deadline. If you have any questions concerning the bid opening, please contact Renessa Russette, Acting Procurement Officer at 406-477-4810.
Contractor must provide an itemized breakdown on Cost:
  - Materials
  - Labor

REQUIRED DOCUMENTS INCLUDE THE FOLLOWING:

INDIAN PREFERENCE. The owner will factor Indian preference into the bid analysis process; however, it will in no case be the sole deciding factor in awarding work. Evidence of eligibility for Indian preference must be submitted with the proposal. Responsible bids will be accepted from Non-Indian owned contractors. In evaluation of the bids, the Tribe may, within funding limitations, give preference in the amount of 5% above the lowest total bid, to qualified Indian owned firms.

INSURANCE: Contractor must have Commercial General Liability Coverage.

TERO. Each contractor is required to be certified by the Tribal Employment Rights Office (TERO) prior to submitting a bid in accordance with the Northern Cheyenne TERO Ordinance. The contractor is required to comply with the requirements of the Northern Cheyenne Tribal Employment Rights Office. To receive an application for certification and information on TERO, please write to: Director, Tribal Employment Rights Office, P.O. Box 308, Lame Deer, MT 59043, or phone 406-477-6287, and you will be directed to the appropriate personnel to assist you.

This Advertisement for Bids does not commit the N.C. Tribe to award a contract or to pay any costs incurred in the preparation of the bid(s) or to procure supplies.

The N.C.T. reserves the right to reject any and all bids and to re-advertise according to the best interest of the N.C. Tribe. The N.C. Tribe reserves the right to any irregularities or informalities in regard to the bids and the bid process.

Published at Lame Deer, Montana, on this 24th day of October, 2019.

Renessa Russette, Procurement Planning Officer
P.O. Box 128
Lame Deer, MT 59043

(1st publication): October 24, 2019