


INVITATION FOR BID

ISSUING OFFICE:

GENERAL SERVICES AGENCY  
GOVERNMENT OF GUAM  
148 ROUTE 1, MARINE DRIVE  
PITI, GUAM 96915

  
CLAUDIA S. ACFALLE  
Chief Procurement Officer

DATE ISSUED: APRIL 15, 2016

BID INVITATION NO: GSA-051-16

BID FOR: **STORAGE & RECORD MANAGEMENT SERVICES**

SPECIFICATION: **SEE ATTACHED**

DESTINATION: DEPARTMENT OF PUBLIC HEALTH & SOCIAL SERVICES

REQUIRED DELIVERY DATE: 30 calendar days upon receipt of purchase order. For a period of one (1) year beginning September 1, 2016, with an option to renew on a year to year basis for four (4) additional years, upon availability of funds with no change in monthly rate throughout the duration of the lease term.

INSTRUCTION TO BIDDERS:

INDICATE WHETHER:  INDIVIDUAL  PARTNERSHIP  CORPORATION

INCORPORATED IN: GUAM

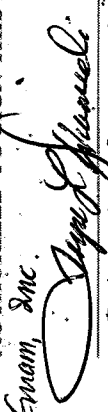
This bid shall be submitted in duplicate and sealed to the issuing office above no later than (Time) **10:00AM** Date: **04/29/16** and shall be publicly opened. Bid submitted after the time and date specified above shall be rejected. See attached General Terms and Conditions, and Sealed Bid Solicitation for details.

The undersigned offers and agrees to furnish within the time specified, the articles and services at the price stated opposite the respective items listed on the schedule provided, unless otherwise specified by the bidder. In consideration to the expense of the Government in opening, tabulating, and evaluating this and other bids, and other considerations, the undersigned agrees that this bid remain firm and irrevocable within 60 calendar days from the date opening to supply any or all the items which prices are quoted.

NAME AND ADDRESS OF BIDDER:

DeWitt Transportation Services of Guam, Inc.  
115-J Emergence St. FL-100  
Barrigada, Guam 96913

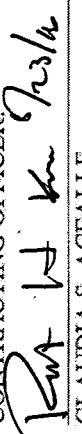
SIGNATURE AND TITLE OF PERSON AUTHORIZED TO SIGN THIS BID:

  
Joyce F. Diamada  
Records Account Manager

AWARD: CONTRACT NO.: GSA-051-16 AMOUNT \$8,016.00 DATE: \_\_\_\_\_

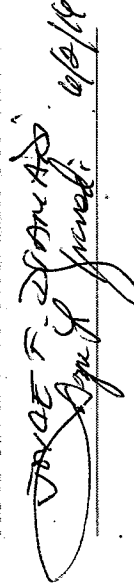
ITEM NO(S). AWARDED Item# 1.1 for \$668.00 monthly/\$8,016.00 Annually

CONTRACTING OFFICER:

  
CLAUDIA S. ACFALLE  
Chief Procurement Officer

NAME AND ADDRESS OF CONTRACTOR:

SIGNATURE AND TITLE OF PERSON AUTHORIZED TO SIGN THIS CONTRACT:

  
Joyce F. Diamada 6/12/16

ITEM NO.	DESCRIPTION	QTY	UOM	UNIT PRICE	EXTENDED PRICE (Annual)
1.1	STORAGE & RECORDS MANAGEMENT as per the following specifications:	12	Months	\$ 668.00	\$ 8,016.00

SPECIFICATIONS:

BIDDING ON/REMARKS

One time pick up of 800 file boxes from Dewitt Records Management located at Harmon Industrial Park, Guam.

COMPLY

Create and update electronic database to provide real-time location tracking, entry of pertinent information of storage content(s) and assigned date of destruction.

COMPLY

Retrieve and re-file of up to 60 boxes a year with turn-around time of: before 3:00PM if requested in the morning, otherwise, the following working day before 3:00PM.

COMPLY

Retrieve and destruct/shred the contents of up to 160 boxes of disposable files at the end of the year and return emptied boxes of this bureau for future use.

COMPLY

Pick-up of up to 160 boxes of files at the beginning of the year from DPHSS, 2<sup>nd</sup> Floor, Mangilao, GU and/or Castle Mall, University Drive, Mangilao, GU.

COMPLY

Vendor must have and provide copy of the following:

- HIPPA Compliance Certificate
- Certification from the National Association for Information Destruction or similar organization.

COMPLY

COMPLY

These specifications have been developed by the staff of Department of Public Health & Social Services and approved by James W. Gillan, Director.

TAXES continued from page 1  
 taxpayers who opt to mail their returns or payments to ensure it is postmarked April 18, 2016. Also, ensure that all payments are made payable to "Treasurer of Guam."

**Satellite locations**  
 Today at 10 a.m. in addition to the Baringada DRT location, the department will open two satellite locations for people filing individual income tax returns. The satellite locations will be in the center courts of the Agaña Shopping Center in Hagåtña and the Micronesia Mall in Beddoe.

According to the governor's office, "The Rev. S. Tax satellite stations will only accept the filing of tax returns without payment. As well, all locations will have high speed forms for those who need them. DRT reminds all taxpayers, filing

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PHOTO BY BARRY PARFIDO FOR POST GUAM

extension does hope that the time usually owed. Camacho said, "The fiscal 2016 budget set aside some \$29 million to tax liabilities, millions of which are required to be paid in compliance with the Earned Income Tax Credit, which is waived of by mostly lower income working class families."

In March, Gov. Eddie Calvo asked the U.S. Department of Treasury to treat Guam and all U.S. territories equitably when it comes to federal programs and mandates. The governor added that paying the EITC with local funds is a struggle. In the last decade, the amount of EITC owed to local residents each year has nearly tripled, from \$23.9 million in 2005 to the estimated \$60 million in 2014.

tions - DRT, the Department of Administration at the Treasurer of Guam booth on the first floor of the ITC Building in Tamuning, or at the Department of Public Works One Stop Center in Upper Tamon.

The Rev. & Tax number to call should you have any questions or concerns about filing tax returns is 635-1840 or 42

Camacho said that DRT expects some 68,000 to 70,000 individual business tax filings with a majority of those filing at the dead line being persons who owe.

Since we've been paying out tax refunds earlier, people are filing earlier. The remainder usually owed, Camacho said. The fiscal 2016 budget set aside some \$29 million to tax liabilities, millions of which are required to be paid in compliance with the Earned Income Tax Credit, which is waived of by mostly lower income working class families."

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taxpayers who are making payments in full may visit any of the three Treasurer of Guam loca

the three Treasurer of Guam loca



**GSA General Services Agency**  
 (Atenencia Subisyon Militar)  
 Department of Administration  
 148 P.O. Box, Hagåtña, Guam 96914  
 Tel: 475-1716, 475-5571, 475-4313 / 475-4727

**7/15 ADVERTISING AND SALES WITH SPECIAL SERVICES BY:**  
**DEPARTMENT OF PUBLIC HEALTH & SOCIAL SERVICES**  
 A non-refundable fee of \$1000 per bid package will be assessed.  
 Certified Check, Cashier's Check, Cash will be accepted. No personal or company check.  
 Payment for bid package is due on April 3, 2016 with single acceptor.

**INVITATION FOR BID**

Blq No.: GSA-051746  
 FOR: STORAGE & RECORD MANAGEMENT SERVICES - DRMS  
 Opening Date: 04/29/2016 Time: 10:00 a.m.  
 Place: GENERAL SERVICES AGENCY  
 PRTI GUAM 500 CONFERENCE ROOM

Note: Bids received through the process will be opened, with the current contact information with BSA. If they receive any notices regarding any changes or updates to the IEB, the contractor will be notified. Bids received after the deadline will not be considered. Bids received after the deadline will be rejected. Bids received after the deadline will be rejected. Bids received after the deadline will be rejected.

**INTERESTED PARTY MAY PICK UP FORMS/SPECIFICATIONS AT SAID PLACE**  
 /s/ CLAUDIA S. AGRALLE  
 Chief Procurement Officer

**BARRIGADA VETERANS ORGANIZATION**  
 Statement of Annual Financial Report  
 February, 2015

**ASSETS**

Cash in Bank	\$2,676.69
Total Assets	<u>\$2,676.69</u>
<b>LIABILITIES AND NET ASSETS</b>	<b>\$2,941.76</b>

Statement of Activities  
 Year Ended February 2016

<b>Revenue:</b>	<b>\$ 310.00</b>
Membership Dues	\$ 736.00
Collection During Meeting	\$ 0.00
Fund - Raising	\$ -218.00
Donations	\$ 0.00
Other Support	<u>\$ 1,264.00</u>
<b>Total Revenue:</b>	<b>\$ 812.00</b>
<b>Expenses:</b>	<b>\$ 1,357.76</b>
Publication	\$ 1,200.00
Support Expenses	\$ 0.00
Donations	\$ 2,677.76
Other Expenses	<u>\$ 4,286.35</u>
<b>Total Expenses:</b>	<b>\$ 11,617.76</b>
<b>Net Assets, Beginning of Year</b>	<b>\$ 11,617.76</b>
<b>Total Assets, End of year</b>	<b>\$ 11,617.76</b>

**OFFICE OF THE ATTORNEY GENERAL**  
 590 S. Marine Corps Dr., Ste. 706  
 Hagåtña, GU 96910

**PUBLIC NOTICE**  
**CRIMINAL INJURIES COMPENSATION COMMISSION MEETING**

The Office of the Attorney General of Guam, will conduct a Criminal Injuries Compensation Commission (CICC) meeting/hearing on Friday, April 22, 2016, 2:00 p.m. in the Attorney General's Training Room, Suite 228, 2nd floor ITC Building.

**AGENDA**

- 1. Meeting to order
- 2. Approval of Minutes
- 3. Approval of Cash Medical Expenses of April 19, 2016
- 4. Review of Business
- 5. Report on CICC fund level
- 6. Review and discuss same claims submitted
- 7. CICC Case #15-015
- 8. CICC Case #15-017
- 9. CICC Case #16-001
- 10. Executive Session
- 11. Adjournment

For more information or to arrange ADA accommodations, please contact Carolina Garza at 475-5324, extension 5020.

**PORT OF GUAM**

PORT OF GUAM  
 100 West Marine Corps Drive, Suite 200  
 Hagåtña, GU 96910  
 Telephone: 475-5331, 475-5332, 475-5333, 475-5334, 475-5335

**CRIMINAL INJURIES COMPENSATION COMMISSION MEETING**

The Port Authority of Guam Board of Directors will hold its Regular Board meeting on **Friday, April 22, 2016 at 11:45 a.m.** at the Board Conference Room, Port Authority of Guam Cabras Island, Piti. Individuals with disabilities who may need special accommodations may contact Mr. Simeon Delos Santos, ADA Coordinator at 477-5981/4, ext. 430.