

State of Hawaii, Department of Health (DOH), WIC Services Branch (WIC), is seeking proposals from qualified vendors to provide and install window treatments for our downtown office. The selected vendor will supply and install blinds, shades, or other treatments that meet our aesthetic, functional, and energy-efficient needs.

Location: 235 South Beretania Street, Suite 701, Honolulu, Hawaii 96813

Scope:

The selected vendor will be responsible for:

- Conducting site assessments to determine appropriate window treatments.
- Providing product recommendations, including samples.
- Supplying and installing window treatments.
- Removing and disposing of existing window treatments per industry standards. On site dumpsters shall not be used.
- Ensuring all products meet durability and safety standards.
- Offering a warranty on products and installation.

Project Requirements:

- Approximate dimensions for 25 each (44”w x 67”h), and 3 each (28.75”w x 67”h).
- Roller shades (with pull cord).
- Compliance with local building codes and regulations.

Proposal Requirements:

Interested vendors should submit a proposal including:

- Company background and experience.
- Examples of similar projects completed.
- Product specifications and warranties.
- Estimated project timeline.
- Pricing breakdown (materials, prevailing labor, additional costs).
- Access to site: M-F; 7:45a – 4:30p.

Evaluation Criteria:

Proposals will be evaluated based on:

- Quality and durability of proposed window treatments.
- Experience & past performance.
- Cost-effectiveness.
- Ability to meet project deadlines.
- At time of award, selected vendor must be compliant with Hawaii Compliance Express.
- Warranty and customer support.

Submission Details:

- Proposals and samples must be submitted by 12p, February 24, 2025.
- Questions regarding this RFP should be directed to Lorie Mimura (lorie.mimura@doh.hawaii.gov) or Paul Uchima (paul.uchima@doh.hawaii.gov);

Terms and Conditions:

- DOH, WIC reserves the right to reject any or all proposals.
- The selected vendor will be required to enter into a formal contract.
- The vendor must comply with all applicable laws and regulations.

Interested parties should contact Lorie Mimura at lorie.mimura@doh.hawaii.gov to schedule an on-site visit. Appointments shall be scheduled prior to February 21, 2025; with proposal/bids due March 21, 2025.