

**INVITATION FOR BIDS (IFB) NO. 26-5324
FURNISH, DELIVER, INSTALL, AND DISPOSE
OF MATTRESSES
UNIVERSITY OF HAWAII HILO, HAWAII**

APRIL 2026

BOARD OF REGENTS
UNIVERSITY OF HAWAII
HONOLULU, HAWAII

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University of Hawaii, Hilo, Hawaii

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IT IS THE RESPONSIBILITY OF ALL BIDDERS TO CHECK THE TABLE OF CONTENTS TO CONFIRM THAT ALL PAGES LISTED THEREIN ARE CONTAINED IN THEIR BID PACKAGE.

NOTICE TO BIDDERS

The University of Hawaii IFB No. 26-5324, to Furnish, Deliver, and Dispose of Mattresses, University of Hawaii, Hilo, Hawaii is issued and will be awarded through the State of Hawaii's electronic procurement system (**HlePRO**).

All bid responses must be submitted **electronically through HlePRO** no later than **2:30 p.m., May 28, 2026**, and at that time will be publicly opened. Bids received after the due date and time or received in a form other than electronically through HlePRO will not be considered.

Bidders are advised that they should not wait until the last minute to submit their bid through HlePRO. Bidders are solely responsible for ensuring that their electronic submission through HlePRO is complete and all necessary files (Mandatory Bid Form) are attached to their bid prior to the IFB due date and time. The University shall not be responsible for any delay or failure of any Bidder to submit any materials updated through the IFB process on a timely basis.

Electronic Procurement

Bidders interested in responding to this electronic solicitation must be registered on HlePRO. To register, visit the following link: https://hiepro.ehawaii.gov/videos/video/vendor_registration.html. Reference the Vendor Quick Reference Guide for additional information at <https://hiepro.ehawaii.gov/static-resources/VendorQuickReferenceGuide.pdf>.

HlePRO will be the system of record for the issuance of the IFB, to receive the Mandatory Bid Form and other Bid requirements, issue Amendments, and make award for the IFB. Amendments and other information and materials provided through HlePRO, may include additions or changes with respect to the due date and time. All communications regarding this IFB shall be conducted exclusively through HlePRO.

Contact with University personnel outside of HlePRO regarding this solicitation is prohibited and may result in disqualification.

Special instructions in HlePRO related to this solicitation are incorporated herein and made a part of this IFB through reference. Bidders shall review all special instructions located in HlePRO.

Questions and Clarifications

All questions and requests for clarifications must be submitted electronically through HlePRO. Questions must be submitted by **May 7, 2026** at 2:30 p.m., Hawaii Standard Time. Responses will be posted on **May 14, 2026**. The University may refuse to answer any questions received outside of HlePRO or after the Questions/Answers deadline.

Luis P Salaveria
Chief Procurement Officer
University of Hawaii

Posting Date: April 30, 2026

Vendors are responsible for monitoring HlePRO for all amendments and updates. The University shall not be responsible for notifying vendors outside of HlePRO.

BID REQUIREMENTS

Furnish, Deliver, and Dispose of Mattresses
UNIVERSITY OF HAWAII HILO, HAWAII

By attaching The Mandatory Bid Form to HlePRO, the bidder has carefully examined the INVITATION FOR BIDS (IFB) NO. 26-5324, to Furnish, Deliver, and Dispose of Mattresses, University of Hawaii, Hilo, Hawaii as required by the University in strict accordance with the true intent and meaning of the Invitation for Bids (IFB), and shall complete delivery within One-Hundred and Twenty **(120) consecutive calendar days** from the date designated in the Notice to Proceed, as follows:

TAX LIABILITY

Both out-of-state and Hawaii bidders are advised that the amount bid on this solicitation is subject to the general excise tax imposed by Chapter 237, Hawaii Revised Statutes (HRS) and, if tangible property is being imported into the State of Hawaii for resale, the use tax (currently 1/2%) imposed by Chapter 238, HRS. (Refer to Taxes in the General Provisions.) Bidders are therefore cautioned to consider such taxes in formulating their bids since no adjustments to the prices bid shall be allowed.

BASIS FOR AWARD

Award shall be made to the lowest responsive and responsible bidder whose bid conforms in all material respects to the IFB, in accordance with HAR §3-122-33 and §3-122-112.

NOTE TO BIDDERS

An acceptable bid must conform in all material respects to this Invitation for Bids. Any of the following may be grounds for disqualification:

1. Taking exception to any of the specifications, terms or conditions contained in the IFB.
2. Placing conditions on the furnishing of solicited goods or services.
3. Inclusion of a quotation or order form containing additional specifications, terms or conditions.
4. Referencing external documents containing additional specifications, terms or conditions.

Bidders are advised that bids are evaluated as submitted and requests by bidders to delete conditions contained in their bids after bid opening cannot be considered.

TECHNICAL SPECIFICATIONS

This section indicates the Technical Specifications for the mattresses required. The Technical Specifications listed herein are the minimum requirements and are mandatory for an accepted bid.

The technical specifications listed herein define the minimum acceptable requirements. The Bidder shall be responsible for furnishing and delivering mattresses that meet or exceed all the mandatory specifications.

Compliance: Bidders must meet or exceed all minimum specifications unless a deviation is explicitly identified and accepted by the University.

Deviations: Bidders must clearly identify and list all deviations from the specifications on the Mandatory Bid Form or an attached schedule. Failure to list deviations may result in the bid being rejected as non-responsive. The University reserves the right to accept or reject any deviations.

All questions pertaining to the Technical Specifications shall be must be submitted electronically through HlePRO. Questions must be submitted by **May 7, 2026** at 2:30 p.m., Hawaii Standard Time. Responses will be posted on **May 14, 2026**. -

Bidders are cautioned to review the Technical Specifications carefully and thoroughly. Objections to or requests for clarification of the specifications shall be made in writing in accordance with the General Provisions to the Office of Procurement and Real Property Management prior to the submittal of a bid. The submittal of a bid shall be considered as acceptance of the specifications as published.

MATTRESS SPECIFICATIONS, WARRANTY, AND ACCEPTANCE REQUIREMENTS

1. General Requirements

The Contractor shall furnish and deliver new, unused mattresses suitable for use in University student housing facilities located in high-humidity environments (e.g., Hilo, Hawai'i). All mattresses shall be designed for durability, hygiene, and occupant comfort under institutional use conditions.

2. Material and Construction Requirements

2.1 Mattress Cover

Shall be constructed of durable, hospital-grade, breathable nylon or equivalent material with a urethane backing

Must be:

- Fluid-proof and breathable
- Antimicrobial and antifungal
- Stain-resistant and cleanable

Shall function as a moisture barrier against liquids, including but not limited to:

- Water, urine, blood, and other bodily fluids

The cover shall be non-porous and resistant to cracking, peeling, and delamination

2.2 Core Construction

The mattress core shall provide consistent structural support and resilience under repeated use

Materials shall resist:

- Permanent deformation

- Compression fatigue

- Moisture retention

2.3 Seam and Closure Requirements

All seams shall be:

- Fully sealed and reinforced

- Resistant to moisture intrusion

Zippers (if applicable) shall be:

- Heavy-duty, tamper-resistant, and corrosion-resistant

3. Environmental Performance Requirements

Mattresses shall be specifically designed to perform in high-humidity environments and shall:

- Resist mold, mildew, and fungal growth under normal use and cleaning conditions

- Maintain structural and material integrity under elevated temperature and humidity conditions

- Prevent internal moisture accumulation

Any visible mold, mildew, or organic growth under normal use shall be considered a failure to meet specifications.

4. Size and Dimensional Requirements

Twin: 36" x 75" x minimum 6.5" thickness

Twin XL: 36" x 80" x minimum 6.5" thickness

Variations from specified dimensions are not permitted unless explicitly approved by the University.

5. Warranty Requirements (MANDATORY)

5.1 Warranty Period

Minimum five (5) year warranty from the date of delivery and acceptance

Warranty shall be:

- Non-prorated for the first three (3) years

- Extended warranties may be offered at no additional cost

5.2 Warranty Coverage

The warranty shall cover defects in materials and workmanship, including, but not limited to:

- Breakdown or compression of mattress core exceeding 10% loss of original thickness

- Failure, cracking, peeling, or degradation of mattress cover material

- Seam failure, stitching defects, or zipper failure (if applicable)

- Loss of fluid-proof or moisture barrier properties

Failure of anti-microbial or anti-fungal performance under normal use conditions

Delamination or separation of internal layers

Any defects that impair the mattress's intended use in a **high-humidity, institutional housing environment**

Contractors may offer longer warranty periods, which will be accepted at no additional cost.

5.3 Warranty Exclusions

Warranty exclusions shall be limited to:

Abuse, misuse, or damage caused by negligence

Improper handling outside normal residential/student housing use

Normal wear and tear shall not void the warranty where performance standards are not met.

Warranty obligations shall survive final payment, contract completion, and contract closeout.

6. Inspection and Acceptance

6.1 Delivery Inspection

All mattresses are subject to inspection upon delivery. The University reserves the right to:

Inspect for visible defects, damage, or nonconformance

Verify dimensions and material compliance

Reject any nonconforming items

6.2 Acceptance Criteria

Acceptance will occur only after verification that the mattresses:

Meet all specifications outlined in this IFB

Are free from defects and damage

Perform as intended in institutional housing conditions

Final acceptance shall occur only after inspection and verification of full compliance with all IFB requirements.

7. Performance Standards and Failure Conditions

The following conditions shall constitute failure:

Visible mold, mildew, or organic growth

Loss of structural integrity or support

Breach of the moisture barrier

Material degradation under normal use

Failure to meet these standards at any time during the warranty period shall require corrective action.

8. Remedies and Replacement

The Contractor shall:

Acknowledge warranty claims within five (5) business days

Provide a resolution plan within ten (10) business days

Defective mattresses shall be:

Repaired or replaced within thirty (30) calendar days

Replaced with new items meeting or exceeding the original specifications

All costs (pickup, shipping, and delivery) shall be borne by the Contractor

9. Documentation Requirements

The Contractor shall provide written warranty documentation at the time of delivery

Warranty terms shall not be modified or supplemented by:

Website links

Click-wrap agreements

Third-party terms not expressly accepted by the University

10. Latent Defects

The University reserves the right to require correction of latent defects discovered after the warranty period if such defects are attributable to manufacturing deficiencies or failure to meet specifications.

11. Compliance with Procurement Requirements

All requirements shall be interpreted in accordance with applicable provisions of Hawaii Revised Statutes Chapter 103D and University of Hawai'i procurement policies. Any ambiguity shall be resolved in favor of the University.

Failure to meet any of the above material, performance, or dimensional requirements shall result in the bid being deemed non-responsive.

Bidders shall provide manufacturer specifications or product data sheets demonstrating compliance with all requirements.

Item No.	Description	Quantity
1	Furnish, Deliver, and Dispose of TWIN XL Mattresses (36" x 80" x minimum 6.5" thickness)	819
2	Furnish, Deliver, and Dispose of Mattresses TWIN Mattress (36" x 75" x minimum 6.5" thickness)	136

Quantities listed are estimates only. The University does not guarantee purchase of any specific quantity.

All pricing shall be inclusive of furnishing, delivery, installation, and removal/disposal services. No separate or additional charges shall be permitted.

Award shall be made on a total aggregate basis for all items. Bidders must submit pricing for all line items to be considered for award. Failure to bid all items may result in rejection of the bid as non-responsive.

Services include delivery to all University of Hawai'i at Hilo housing facilities (See Attachment A), placement in designated rooms, coordination with Housing for staging, and removal/disposal of existing mattresses.

All work must be completed within 120 calendar days from Notice to Proceed.

PRODUCT IDENTIFICATION REQUIREMENTS (MANDATORY)

Bidders shall identify the exact product being offered for each bid item. This information shall be provided on the Mandatory Bid Form and shall be used to determine responsiveness.

Failure to provide complete manufacturer and model information for each item may result in the bid being deemed non-responsive in accordance with HAR §3-122-33.

The product identified in the bid shall be the exact product delivered. No substitutions shall be permitted after bid submission without prior written approval of the Procurement Officer.

The University will evaluate bids based on the total aggregate price and the bidder's ability to meet all specifications using the products identified in the bid submission.

GENERAL AND SPECIAL PROVISIONS

1. SCOPE

The Furnish, Deliver, and Dispose of Mattresses, University of Hawaii shall be in accordance with the terms and conditions of IFB No. 26-5324 and the General Provisions dated September 2013 included by reference. Copies of the General Provisions are available at the Office of Procurement and Real Property Management, University of Hawaii, 1400 Lower Campus Road, Room 15, Honolulu, Hawaii 96822 or the General Provisions may be viewed at: <https://www.hawaii.edu/procurement/vendor-info/terms-and-conditions/general-provisions-for-goods-and-services/>

2. AUTHORITY

IFB No. 26-5324 is issued under the provisions of Hawaii Revised Statutes, Chapters 103 and 103D, HAR Chapters 3-122 and 3-125. All prospective bidders are charged with presumptive knowledge of all requirements of the cited legal authorities. Submission of a valid executed bid by any prospective bidder shall constitute an affirmation of such knowledge on the part of such prospective bidder.

3. TECHNICAL REPRESENTATIVE OF THE PROCUREMENT OFFICER (TRPO)

A designee from the University of Hawai'i at Hilo Student Affairs shall serve as the Technical Representative to the Procurement Officer. The University reserves the right to change the Technical Representative at any time. The current Technical Representative is Donnette (Lei) Kaponu, Interim Vice Chancellor for Student Affairs, (808) 932-7445.

4. SUBMITTAL OF TECHNICAL DATA

Bidders shall upload manufacturer's literature, specifications, or product data sheets in HlePRO demonstrating compliance with all requirements.

5. BIDDER'S QUALIFICATIONS

The University reserves the right to disqualify any potential bidder if, in its discretion, the University determines that the bidder does not have the requisite experience or expertise to provide the goods and/or services.

6. BIDDER RESPONSIBILITY

Bidders must demonstrate adequate financial resources, experience, and capability to perform all required services, including delivery, installation, and disposal.

The Contractor shall be solely responsible for all labor, materials, equipment, supervision, and

coordination necessary to fulfill all requirements of this contract. This includes, but is not limited to, furnishing, delivery, installation, removal, disposal, and compliance with all specifications and conditions set forth in this IFB.

The Contractor shall ensure that all work is performed in a safe, timely, and professional manner and in full compliance with all applicable federal, state, and University regulations.

The University reserves the right to verify responsibility pursuant to HAR §3-122-112.

7. DELIVERY, HANDLING, AND INSTALLATION REQUIREMENTS

A. General Delivery Requirements

Prior to delivery, the Contractor shall contact the Technical Representative to coordinate delivery of the mattresses. Delivery shall be coordinated with the University of Hawai'i at Hilo Student Affairs or its designee.

The Contractor shall provide complete delivery services, including transportation, unloading, placement, and installation of all mattresses to designated University locations.

Time is of the essence. Failure to meet delivery timelines may result in termination for default.

B. Inside Delivery and Placement

Delivery shall be inside delivery, not curbside or dock-only

The Contractor shall:

- Deliver mattresses to specific rooms, floors, or designated placement areas as directed by the University

- Place mattresses on bed frames or in assigned locations, if required

C. Multi-Story and No-Elevator Conditions

The Contractor shall be responsible for delivery to all floors, including buildings:

Without elevators

With limited access routes

The Contractor shall:

- Provide sufficient personnel, equipment, and supervision to safely transport items via stairs or other access points

- No additional charges shall be permitted for:

 - Stair carry

 - Limited access

 - Distance from unloading point

 - Campus conditions

See Attachment A for building-specific access conditions. Where elevator status is not indicated, Contractor shall assume no elevator access.

D. Delivery Scheduling and Coordination

Deliveries shall be scheduled in advance with the University's Technical Representative
Contractor shall provide:
Minimum five (5) business days' notice prior to delivery
Deliveries shall occur:
During normal University business hours unless otherwise approved

E. Inspection at Delivery

At the time of delivery, the University reserves the right to:

Inspect for:

- Damage
- Cleanliness
- Compliance with specifications
- Reject any items that are:
 - Damaged
 - Soiled
 - Nonconforming

Rejected items shall be removed and replaced at no cost to the University.

F. Packaging and Debris Removal

The Contractor shall:

- Remove all excess mattresses, packaging materials, debris, and waste from the site
- Leave the delivery area clean and ready for use
- Dumpsters or University waste systems shall not be used unless explicitly authorized

G. Disposal of Existing Mattresses

Contractor shall remove and dispose of existing mattresses in accordance with all applicable federal, state, and county environmental regulations.
Disposal shall occur off-site. On-campus disposal is not permitted.
Contractor shall provide documentation of proper disposal upon request.

H. Risk of Loss and Damage

The Contractor shall bear full responsibility for:

- All items until final acceptance by the University
- Any damage to:
 - University property
 - Buildings
 - Fixtures or furnishings

Any damage caused during delivery shall be repaired at the Contractor's expense

I. Failure to Perform

Failure to comply with delivery requirements—including refusal or inability to deliver to multi-story or non-elevator buildings—shall constitute:

Non-performance under the contract

Grounds for:

Rejection of delivery

Termination for default

The Contractor shall deliver the mattresses within one-hundred and twenty (120) consecutive calendar days from the date designated in the Notice to Proceed.

The physical sites at which the mattresses shall be delivered as described in the Attachment A.

8. AVAILABILITY OF FUNDS

Offerors are advised that the award of this contract is contingent upon availability of funds. If funds are not available, the University reserves the right to cancel the IFB or not award individual items.

9. PAYMENT

Payment shall be made only after full delivery, installation, removal, and final acceptance of all items. Contractor shall be remunerated upon final acceptance of goods and submission of a properly executed original invoice and ONE (1) copy, indicating the contract number to University of Hawaii at Hilo Business Office, 200 West Kawili St, Hilo, HI 96720, THIRTY (30) calendar days following submission of invoice and acceptance of services/goods.

ATTACHMENT A

Hale Kauanoë 525 West Kawili Street Hilo, Hawaii 96720			
Building Level(s)	2		
Wing(s)	4		
Elevator(s)	No		
Total Mattress Count & Type	136	Twin	
Wing	Rooms/Units	Mattresses Per Room/Unit	Total Number of Mattresses Per Wing
A 1XX, 2XX	16	2	32
A 102, 202	2	1	2
B 1XX, 2XX	16	2	32
B 102, 202	2	1	2
C 1XX, 2XX	16	2	32
C 102, 202	2	1	2
D 1XX, 2XX	16	2	32
D 102, 206	2	1	2
TOTAL	72	12	136
Hale Alahouua 356 West Kawili Street Hilo, Hawaii 96720			
Building Level(s)	3		
Wing(s)	3		
Elevator(s)	Yes		
Total Mattress Count & Type	300	Twin XL	
Wing	Rooms/Units	Mattresses Per Room/Unit	Total Number of Mattresses Per Wing
A	52	2	104
B	47	2	94
C	51	2	102
TOTAL	150	6	300
Hale Kanilehua 603 West Lanikaula Street Hilo, Hawaii 96720			
Building Level(s)	2		
Wing(s)	3		
Elevator(s)	Yes		
Total Mattress Count & Type	68	Twin XL	
Wing	Rooms/Units	Mattresses Per Room/Unit	Total Number of Mattresses Per Wing
M	12	2	24
H	8	2	16
H 105	1	4	4
W	12	2	24
TOTAL	33	10	68

Hale Kehau 605 West Lanikaula Street Hilo, Hawaii 96720			
Building Level(s)	3		
Wing(s)	4		
Elevator(s)	Yes		
Total Mattress Count & Type	239	Twin XL	
Room/Unit Type	Rooms/Units	Mattresses Per Room/Unit	Total Number of Mattresses Per Wing
Suite	56	4	224
ADA Suite	5	3	15
TOTAL	61	7	239
Hale Ikena 521 West Lanikaula Street Hilo, Hawaii 96720			
Building A-D Level(s)	2		
Building E-G Level(s)	3		
Elevator(s)			
Total Mattress Count & Type	212	Twin XL	
Building	Rooms/Units	Mattresses Per Room/Unit	Total Number of Mattresses Per Wing
A-D	49	4	196
E-G	8	2	16
TOTAL	57	6	212