BIDS AND AWARDS COMMITTEE

INVITATION FOR SIMPLIFIED (SEALED) BIDDING
ISSB NO. 2026 – 04

Interested bidders are invited to participate in the simplified bidding and submit proposals and quote for the items as specified below:

No.	DESCRIPTION	SOURCE OF FUND	ESTIMATED COST (PHP)
1	Supply and Delivery of Soft Switches for New Connections and Commercial (HV/LV) Consumer Connection Correction Activities	RFSC	450,000.00
2	Supply and Delivery of Meter Seals for New Connection, Change Meter, Meter Clustering and Commercial (HV/LV) Consumer Connection Correction Activities	RFSC	360,000.00

General Conditions:

1. Bidding will be conducted through simplified bidding procedures (sealed canvass) as specified in the Alternative Modes of Procurement in the NEA Memorandum No. 2017-019, otherwise known as the "Revised Procurement Guidelines and Simplified bidding Procedures for Electric Cooperatives IRR-RA 10531 (2017)."

2. Interested bidder shall comply with the accreditation requirements as enumerated in ANNEX "A". Bidders with valid accreditation may directly proceed with the submission of the Bidding Documents as scheduled.

3. Bids must be duly received by the BAC Secretariat on or before **12:00 noon of October 01, 2026** through:
   a. Manual submission at the Boardroom, ALECO Main Office, W. Vinzons St., Legazpi City, OR
   b. Online or electronic submission via BAC email address indicated below.

4. Bid Opening shall be conducted on **October 01, 2026 at 3:00 PM** at the Board Room, ALECO Main Office with same address as above.

5. The bid shall not be considered unless properly signed by the interested bidder or duly authorized representative/s.

6. Online submission should be password protected and such shall only be provided to the BAC Secretary upon opening of bids/negotiation. File sent without password protection shall not be honored.

7. ALECO reserves the right to accept or reject any bid, and to annul the bidding process at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidder.

   For further inquiries, kindly reach the following:

   Charles Dean A. Ramos
   BAC Secretariat
   Albay Electric Cooperative, Inc.
   W. Vinzons St., Albay District
   Legazpi City
   09471732000
   bac.alecoinc@gmail.com

   Issued on September 24, 2026.

   (Sgd.)
   ENGR. MARK JESSAN E. LUCILO
   BAC Chairperson

ANNEX "A"

ACCREDITATION REQUIREMENTS:

a. Application Letter for Accreditation
b. DTI Business name registration or SEC registration certificate
c. Valid and current Mayor's permit/municipal license
d. Tax Payer's Identification Number
e. BIR Value Added Tax Registration
f. Certification that the supplier/contractor is not black listed or banned from bidding by the government or any of its agencies and other private corporations or electric cooperatives
g. Compliance with E.O. No. 398
    i. Proof of VAT payment
    ii. Tax Clearance from the BIR for the last two quarters
h. On-going, completed or awarded contract not yet started within the relevant period specifying the following:
    i. Name of the contract
    ii. Date of contract
    iii. Amount of contract and value of outstanding contracts
    iv. Date of delivery
    v. End-user's acceptance if completed

NOTES:

Advance copy of eligibility requirements shall be e-mailed to bac.alecoinc@gmail.com . The original copy must be submitted to the BAC on or before the bid opening or send it via courier. The quotation will not be opened if the bidder is not an accredited supplier/service provider of ALECO. The ***accreditation fee*** is **Php 2,500.00** valid for one (1) year.

Please pay it personally at Finance Services Department office of ALECO, or through a Bank Deposit at:

Bank Name: Chinabank
Account Name: Albay Electric Cooperative, Inc.
Account Number: 167100002770

To ensure the timely posting of your payment, kindly send via electronic mail to these email addresses: zloria.aleco.fin@gmail.com, nuneznika.aleco.fin@gmail.com and bac.alecoinc@gmail.com the advance or scanned copy of the validated deposit slip or proof of payment, together with the following information: ⬭ BIR Certificate of Registration ⬭ Proof of Payment

Please be advised that this authorization applies only for this bidding invitation. Payment posting and issuance of Invoice will not be facilitated unless the above requirements are submitted.