



ALBAY ELECTRIC COOPERATIVE, INC.
W. VINZON ST., OLD ALBAY DISTRICT, LEGAZPI CITY



bac.alecoinc@gmail.com
0949-880-0651



BIDS and AWARDS COMMITTEE

INVITATION FOR SIMPLIFIED (SEALED) BIDDING
Reference No. 2024 - 29

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

NO	PROJECTS/ITEMS	SOURCE OF FUND	ABC (in Php, VAT Inc.)
1	3-Tonner Floor Mounted Aircondition 2.5 HP Split Type Aircondition 2 HP Split Type Aircondition 1.5 HP Split Type Aircondition 1 HP Split Type Aircondition	General Fund	370,000.00

General Conditions:

- 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)."
- Bid proposals must be VAT inclusive, and the same shall be placed in a sealed envelope and must be received by the BAC Secretariat **on or before 12 noon of November 13, 2024** at the Conference Room, ALECO, Main Office, Legazpi City. Late bids shall not be accepted.
- Bid opening shall be conducted on November 13, 2024, 1 PM unless rescheduled for a valid reason.
- Bidders shall comply with the accreditation requirements as enumerated in ANNEX "A". *Bidders with valid accreditation may directly proceed with the submission of the Sealed Quotation as scheduled.*
- The bid shall not be considered unless properly signed by the bidder or by its duly authorized representative/s. Specify vital details of bid/quotation including brand, terms of payment, delivery period, validity of proposal and warranty.
- Online submission is allowed and should be password protected and such shall only be provided to the BAC Secretary upon opening of bids. File sent without password protection shall not be honored.

ALECO reserves the right to accept or reject any or all bids to award in whole or in part, declare a failure of bidding or not to award the contract, without disclosing any reason, to waive minor defects or infirmities therein, and to accept such bid as may be advantageous to ALECO.

For further inquiries, kindly reach the following:

ALECO Bids and Awards Committee

Contact Persons: 1. Mayla Z. Renevira

Contact Number: 09052990058

Email Address: bac.alecoinc@gmail.com

2. Gerald R. Bonaobra

094516816875

Issued by:

HAYSLI I. LUCILO
BAC Chairman

Noted by:

ENGR. WILFREDO O. BUCSIT
Acting General Manager



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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.