



TARLAC I ELECTRIC COOPERATIVE, INC.
(TARELCO I)

AMACALAN, GERONA, TARLAC

"OWNED BY THE PEOPLE IT SERVES"

INVITATION TO BID FOR THE ACQUISITION OF SECURITY SERVICES 2021-2022

TARELCO I invite interested security agencies to apply for eligibility and to bid for contract duration of one (1) year commencing upon receipt of Notice to Proceed with the following terms of reference:

- I. LEASE COLLECTION OFFICE (MONDAY-FRIDAY 8:00AM-5:00PM)
SECURITY GUARD (1 PER COLLECTION OFFICE) - 5 GUARDS
 1. SAN MANUEL
 2. SAN CLEMENTE
 3. STA. IGNACIA
 4. SAN JOSE
 5. NAMPICUAN

- II. COOP OWNED (SUNDAY-SATURDAY)
SECURITY GUARD (2 PER OFFICE)- 24 GUARDS
 1. VICTORIA AREA OFFICE
 2. PURA SATELLITE OFFICE
 3. PANIQUI AREA OFFICE
 4. PANIQUI SUBSTATION
 5. PANIQUI OLD OFFICE
 6. RAMOS SATELLITE OFFICE
 7. CUYAPO AREA OFFICE
 8. ANAO SATELLITE OFFICE
 9. MONCADA AREA OFFICE
 10. CAMILING AREA OFFICE
 11. MAYANTOC SATELLITE/SUBSTATION OFFICE
 12. STA. IGNACIA AREA OFFICE

- III. MAIN OFFICE
SECURITY GUARD (8) (SUNDAY-SATURDAY) - 8 GUARDS
 1. ADMIN BUILDING
 2. STAGIN AREA

Approved Budget for the Contract is Nine Million Pesos (₱ 9, 000, 000.00). Source of fund for the said project shall come from the General Fund. Quoted price must be inclusive of VAT.

Potential bidders must submit their company profile, latest audited financial statement and pay an accreditation fee of Two Thousand Pesos (P2, 000.00) before they are allowed to participate in the bidding process. Interested eligible bidders may inspect the bidding documents and/or obtain a copy upon payment of a non-refundable fee amounting to Ten Thousand Pesos (₱ 10, 000.00) for the cost of bidding documents.

All fees must be deposited to the BAC's bank account to be provided by the Secretariat. A scanned copy of the deposit slip must be emailed to the Secretariat, once the payment was confirmed, an electronic copy of the bidding documents and official receipt shall be emailed to the prospective bidder.

A complete set of Bidding Documents may be purchased starting **February 5, 2021 until 4:00 P.M. of February 15, 2021** by eligible bidders upon submission of a written application to the BAC Secretariat.

Pre-bid Conference through a videoconferencing using zoom app shall be held on **February 16, 2021 9:00AM** at the TARELCO I Board Room. Questions and clarifications regarding the bid documents must be submitted on or before **February 15, 2021**.

Bidders shall send their sealed proposals via courier and must be received by the BAC on or before **March 1, 2021**, proof of shipping must be submitted to the Secretariat as evidence. Bid Opening shall be live streamed via zoom app on **March 2, 2021 9:00AM** in which the said proposals will be opened and read in the presence of Bidders or Bidders' representative who choose to attend. Late submission of sealed bid will not be considered or accepted.

The meeting ID and password shall be sent to all bidders' email address three (3) days before the schedule of pre-bid conference and bid opening. Only one (1) access per company shall be allowed.

All bids submitted must be accompanied by a Bid Security in an amount of not less than two percent (2%) of the ABC. For further information, please contact **VICTOR FLOREM B. CATABONA** or **PAOLA RIZ P. FLORES** at (045) 491-5976 or 79 or email us at tarlcounobac@gmail.com.

TARELCO I hereby reserve the right to reject any and all bids, declare a failure of bidding and not award the contract, to waive any defects therein, and accept the bid that is most advantageous to the Cooperative.


BAC Chairman
TARELCO I