

March 10, 2023

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For your approval.

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**PAMPANGA I ELECTRIC COOPERATIVE, INC.**  
STO. DOMINGO, MEXICO, PAMPANGA

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March 10, 2023

ITB-2023-06

### INVITATION TO BID

The PELCO I's Bids and Awards Committee (BAC) invites all interested bidders to submit bids for the following contract:

#### **Provision of Comprehensive Insurance Policy of Coop's Maintenance and Office Vehicles**

A bidder is a proprietor, a corporation, or a partnership, duly organized under the Philippine law. It has at least five (5) years of experience in providing comprehensive insurance policy. It has technical capability/qualification of technical staff, management team/consultants, and organization structure.

Bidding will be conducted through public bidding procedures using a non-discretionary "pass/fail" criterion for eligibility check, examination and evaluation of bids, and post-qualification.

Source of Funding: Internal Generated Fund (IGF)

Approved Budget of the Contract (12% VAT Inclusive): Two Million Five Hundred Sixty-Three Thousand Three Hundred Pesos (Php2,563,300.00)

Contract Duration: One (1) Year

- Submission of Accreditation Requirements - March 13 to April 03, 2023 (8:00AM - 5:00PM)
- Availability of Bidding Documents - March 13 to April 03, 2023 (8:00AM - 5:00PM)
- Pre-bid Conference (Face-to-face) - March 21, 2023 @ 2:00PM
- Submission of Envelopes 1 and 2 - April 04, 2023 (8:00AM - 12:00NN)
- Opening of Bids (Face-to-face) - April 04, 2023 @ 2:00PM

Bidder must submit accreditation requirements to the BAC Secretariat and pay a non-refundable Php1,000.00 accreditation fee.

Bidding document can be availed from 8:00AM to 5:00PM upon payment of a non-refundable Five Thousand Pesos (Php5,000.00) participation fee to the BAC Secretariat at PELCO I Main Office, Sto. Domingo, Mexico, Pampanga.

PELCO I reserves the right to accept or reject any bid, to annul the bidding process, and to reject all bids at any time without incurring thereby any liability to the affected bidders.

For any inquiry, please contact the BAC Secretariat at contact numbers and email stated above.

Noted by:

**ENGR. OLIVER S. VERGARA**  
BAC Chairman

**ENGR. ALLAN E. DAVID**  
OIC - General Manager

(Phil STAR - March 12, 2023)

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*APPROVED*  
*10 MAR 2023*  
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